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DAYTON PUBLIC LIBRARY.

REPORT OF LIBRARIAN LIBRARY BOARD

FOR THE PERIOD FROM MAY 1, 1891, TO SEPTEMBER 1, 1892.



DAYTON, OHIO:
PRESS OF UNITED BRETHREN PUBLISHING HOUSE,
1893.

DAYTON LIBRARY BOARD.

HENRY C. MARSHALL, President.

W. J. CONKLIN, Vice President.

JAMES A. MARLAY, Secretary.

GEORGE NEDER.

R. M. ALLEN.

FRANK CONOVER.

LIBRARY PORCE.

MISS MINTA I. DRYDEN, Librarian.

MISS ELECTRA C. DOREN, Assistant Librarian and Cataloguer.

Miss Minnie E. Althoff, FRED H. KOCH,

HARRY LYDENBERG,

Library Assistants.

HARRY FARLEY, Messenger.

A. P. FRAZIER, Janitor.

REPORT OF THE LIBRARY BOARD.

To the Board of Education:

Gentlemen: In submitting to you a statement of the work of the Dayton Public Library for the period from May 1, 1891, to September 1, 1892, the Library Board desires to call your attention especially to the admirably arranged report of the librarian, showing in tabular form all those details necessary to a complete understanding of the uses made of the Library by its patrons. The librarian's efficient management has been well supplemented by the intelligent and conscientious labors of her assistants, whose experience and accurate knowledge of our books derived from long continuance upon the Library force, seem to us to justify the policy of this Board and its predecessors in recognizing faithful and satisfactory service by permanence of employment.

The circulation of works of fiction during the year ending May 1, 1892, was not equal to that of the preceding year. As one of the most serious problems confronting the management of every public library is the repression of a tendency to the indiscriminate reading of fiction, and particularly of juvenile fiction, to the exclusion of the better kinds of literature, the decrease in circulation in this direction is not a source of regret to this Board.

On the other hand, the number of consultations of books, magazines, and periodicals at the Library is constantly growing. During the year ending May 1, 1892, these consultations numbered 24,274, as against 19,483 for the preceding year; while for the four months ending September 1, 1892, the number was 10,078, showing a steady and gratifying increase. This we attribute largely to the greater activity in certain lines of study and research upon the part of the women of Dayton, whose literary clubs have done much to bring into circulation, and into use by way of consultation, many of the best books upon the Library shelves.

But the number of patrons of this, one of the most valuable and beneficent of our public institutions, is not what it should be. In a community of 70,000 people, with seventeen public schools and 9,300 school children, a total enrollment of 5,872 borrowers of all ages seems to us to indicate upon the part of the public, if not a want of knowledge of the value of the Library, at least of proper appreciation of it. There is no family in Dayton whose members may not reap benefit from the stores of the Library; there is no private library so complete that it does not lack many of the productions of the best and brightest minds which

may be found in our catalogue. To the great majority of our people the 33,000 books accumulated here are an undiscovered country. We believe that few public libraries of equal size afford their patrons a better choice of literature in the various branches of learning. Science, art, history, travel, poetry, biography, fiction, all of these are here abundantly represented; and it has been our earnest desire constantly to add, in every department of literature, the latest and best productions of an ever increasing army of writers. The difficulty lies not in collecting, but in selecting books.

The expense of maintaining this people's Library is borne by the people. If those who bear this burden will not avail themselves of its privileges, their neglect is a loss to them and an injustice to their children. The boys and girls of Dayton need the Library. They need it not to foster the reading of badly conceived and badly constructed fiction, to indulge in which is their natural tendency, but for the opportunity it gives them to find pleasure and profit in the choicest pages of biography, history, and travel. The value of the Library as an adjunct to the work of our public schools cannot be overestimated. Many of the teachers are availing themselves of special privileges extended through them to their scholars, and are thus encouraging and aiding the highest uses possible of this institution; but its greatest benefits can be brought to our children only through the appreciative cooperation of the parents themselves. And to them we look and appeal not only for an extended use of the Library on their own part, but for every practical suggestion whose adoption may tend to bring all of the children and youth of Dayton into intelligent contact with good reading.

The members of this Board believe that the usefulness of the Library may be greatly enhanced by the gradual adoption of the plan of substations or branches established in quarters of the city distant from the center; and while no definite policy in this direction has as yet been determined upon, we hope, at some time in the near future, to make some experiments at moderate cost with a view to ascertaining the probable practical success of the plan, which has been followed with gratifying results in some eastern cities.

During the last session of the legislature the law governing this Board was so revised and amended as to make it in its organization what it has always been in its practical operation,—non-partisan,—and in a measure, to widen its powers and extend its usefulness. In giving to this body a larger degree of independence in the administration of the financial and other affairs of the Library, it was felt that at the same time there should be established for the Board that bi-partisan character which its original promoters intended for it.

The Board of Education, at our request, has lately appropriated funds sufficient to effect the much needed completion of the upper floor of the Library building with a view to establishing a public museum, to be open to the people of Dayton in connection with the Library. Many collections

of great value have already been offered for this purpose, either as gifts or as loans, and some of these are now in our custody, awaiting only the fitting up of the museum to be made accessible to the public. The necessary plans have been prepared, and the work will be pushed to completion at the earliest possible day.

The Library Board and the community have sustained a grave loss in the death of that wise, earnest, and untiring friend of the Library, Robert W. Steele, who died September 24, 1891. This was but one of the many channels of education and benefaction into which his love of learning and love of his fellows poured their united flow. A member of this Board for many years, and always an earnest believer in the importance and usefulness of the Library, Mr. Steele gave to its welfare a devotion whose influence will be felt for good in all the days to come. His place as a strong support to the Library will not soon be filled; and only as the years go by and the relations of Robert W. Steele to this institution become more widely known, will the public whom he so faithfully served realize the debt of gratitude they owe to his memory.

Respectfully submitted,

HENRY C. MARSHALL,
JAS. A. MARLAY,
GEORGE NEDER,
W. J. CONKLIN,
ROBT. M. ALLEN,
FRANK CONOVER (vice R. W. Steele, deceased),
Dayton Library Board.

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REPORT OF THE LIBRARIAN.

DAYTON, OHIO, April 30, 1892.

To the Honorable Library Board:

Gentlemen: I have the honor to submit herewith my annual report for the year ending April 30, 1892, being the thirty-second annual report of the Dayton Public Library, and the fifth annual report since the Library has been under the management of the Library Board.

In my report of April 30, 1891, we deducted from the total number of books as shown by the Library Register, 130 volumes; to wit, out of print, 82; worn out and not replaced, 17; lost and missing, unfound, 31. Of these we have replaced and found 30 volumes, as shown in the following statement:

On April 30, 1891, the net number of books in the Library was		29,662
From April 30, 1891, to April 30, 1892, the increas	e was as follo	ws:
Replaced from last year's deductions—	•	
Out of print	10	
Worn out	10	
Lost and missing, found	10	
Purchased	30 $1,022$	
Donated	282	
Donated		1,334
Making		30,996
Deduct decrease, to wit:		
Taken from shelves—		
Out of print	30	
Worn out and not yet replaced	50	
Lost and missing, unfound	21	
		101
Leaving the net number of books in Library April		
30, 1892		30,895
Pamphlets in Library April 30, 1891	1,240	•
Donations from April 30, 1891, to April 30, 1892	153	1,393
Making the total number of books and pamphlets		
now in Library		32,288

The Library was open for the circulation of books 300 days, during which time there were 96,200 volumes in circulation and 24,274 consultations.

During the year 959 books have been in circulation among teachers, 49 books at St. Mary's Institute, and 937 books among others engaged in literary pursuits.

Our circulation for the year ending April 30, 1891, was	101,610
Our circulation for the year ending April 30, 1892, was	96,200
Showing a decrease of	5 410

This is partially accounted for by the Library having been closed eight days in addition to legal holidays,—four days for painting walls, three days on death of Mr. Steele, and one day when natural gas gave out and the Library could not be warmed. These eight days, at the daily average circulation of the year (320.67), would reduce the above decrease to 2,845, and considering there was not the interest taken by borrowers during the year just ended that there was during the previous year, we think our circulation very good.

Our consultations for the year ending April 30, 1892, were in excess of any former year, and were 4,791 more than for the year ending April 30, 1891.

It is gratifying to note this increased "and increasing" use of the Library for reference work and special study, and it has been the effort of the Library force to meet this growing demand so far as consistent with our regular work.

On April 30, 1891, we had an enrollment of 8,703 borrowers.

On May 1, 1891, we opened a new register and began the reissue of cards. During the year ending April 30, 1892, there have been 5,352 borrowers enrolled.

We had 724 books rebound during the year.

The Library force repaired 8,330 books, relabeled 4,268 books, issued and recorded 5,352 cards to borrowers, and sent out 772 notices and letters.

A list of donors, with the number of volumes or pamphlets given by each, and also a list of newspapers contributed, we append to our report.

A CLASSIFIED LIST OF CACCESSIONS TO THE LIBRARY FROM MAY 1, 1891, TO MAY 1, 1892.

	Prose Fiction.	Juveniles.	History and Biography.	Science and Art.	Travels.	Poetry and Drama.	Theology and Philosophy.	Social and Political Science.	Miscellany.	Reference& Magazines	Public Documents.	German.	French.	Total Volumes for Each Month.	Total Volumes for Each Quarter.	Volumes Donated.	Volumes Purchased.	Pamphlets Donated.
May June July	24 4 27		16 7 - 6	3	2	3	5 1 3	3 3	6 3 6	7 46 9	7 13 33	4 6	1 3	81 86 107		7 20 32	74 66 75	9 21 7
First Quarter	55	2	29	7	12	3	9	9	15	62	53	14	4		274	59	215	37
August September October	21 8 26	10 7 13	21 7 11	3 2 8	828	3	5 7 6	8 1 5	5 9 12	19 16 6	6 6 24	4 4 2		110 69 124		12 11 28	98 58 96	25 7
Second Quarter	55	30	39	13	18	3	18	14	26	41	36	10	Т	100	303	51	252	36
November December January	23 16 7	18 3 2	26 17 8	11 6 4	6 5 2	3 8 1	7 4 4	5 9 7	11 4 5	29 2 15	13 3 26	7 2 6		159 79 87		15 2 27	144 77 60	9 5 27
Third Quarter	46	23	51	21	13	12	15	21	20	46	42	15	-		325	44	281	41
February March April	8 17 16	11	8 42 13	6 13 7	8 1	4 5	1 7 4	4 5 3	9	21 14 68	10 33 32	7 3 4		73 166 163		22 38 68	51 128 95	20 6 13
Fourth Quarter	41	12	63	26	13	9	12	12	22	103	75	14			402	128	274	39
Totals for the Year.	197	67	182	67	56	27	54	56	83	252	206	53	4		1,304	282	1,022	153

TABLE SHOWING WEEKLY CIRCULATION AND CONSULTATIONS, FROM MAY 1, 1891, TO MAY 1, 1892.

WEEKS.	Prose Fic-	Juvenile Fiction,	History and Biography.	Science and Art.	Travels.	Poetry and Drama.	Theology and Phi- losophy.	Social and Political Science.	Miscellany.	Totals.	Consulta- tions.
1891. May 1, 2	238	99	24	10	17	8	7	4	25	432	180
May 4-9	621	335	89	39	40	24	22	18	46	1,234	
May 11-16	701	383	94	36	45	19	13	11	47	1,349	385
May 18-23	739	427	82	34	37	28	23	11	67	1,448	323
May 25-*30	586	365	86	35	29	16	- 9	11	39	1,176	274
June 1-6	875		114	47	50	25	25	16	75	1,710	473
June 8-13	713		71	31	32	19	18	8	50	1,333	
June 15-20	807	474	72	33 37	42 49	16	20	3 5	61	1,528	341
June 22-27	812	499	67 63	30	24	14 17	21 15	9	51 52	1,555	376
June 29-July *4 July 6-11	675 932	409 557	86	48	38	19	19	20	59	1,294 1,778	271 446
July 13-18	836	527	80	35	41	16	19	7	71	1,632	434
July 20-25	855	490	114	54	52	. 23	26	9	67	1,690	
July 27-Aug. 1	805	532	89	44	55	18	15	9	69	1,636	
Aug. 3-†8	496	240	45	25	15	14	8	2	24	872	188
Aug. 10-15	892	591	82	47	33	20	24	5	75	1,769	
Aug. 17-22	882	538	75	41	42	17	17	15	52	1,679	427
Aug. 24-29	937	587	86	57	42	19	25	17	63	1,833 1,770	473
Aug. 31-Sept. *5	900	563	97	55	53	14	22	10	56	1,770	464
Sept. 7-12	861	437 423	85 117	50 54	32 48	20 19	23 25	15	60 73	1,583 1,582	336 460
Sept. 14-19	819 578	366	100	33	40	20	24	11	48	1,382	
Sept. 21-‡26 Sept.‡28-Oct. 3	1.010	475	131	67	74	27	23	16	74	1,897	418
Oct. 5-10	840	508	103	40	42	29	39	13	73	1,687	488
Oct. 12-17	897	521	122	61	71	40	15	10	60	1,797	484
Oct. 19-24	922	578	118	48	52	42	21	8	75	1,864	473
Oct. 26-31	877	533	139	58	53	30	17	13	68	1,788	463
Nov. 2-7 Nov. 9-14	930	595	143	48	80	30	24	12	64	1,926	442
Nov. 9-14	1,021	647	174	55	64	25	17	16	76	2,095	455
Nov. 16-21 Nov. 23-28	933	617	138	54	75	28 25	22 17	10	110	1,987	490
Nov. 23-28 Nov. 30-Dec. §5	975 958	647 635	150 119	43 48	76 57	31	20	3 9	75 83	2,011 1,960	362 348
Dec. 7-12	987	669	126	50	67	32	19	10	87	2,047	500
Dec. 14-19	867	610	109	30	44	26	16	6	68	1,776	435
Dec. 21-*26	791	498	76	23	54	22	18	9	57	1,548	420
Dec. 28-Jan. *2, '92	969	627	139	50	66	25	30	17	111	2,034	542
1892.			4.0			-	-	1.5			
Jan. 4-9	1,028	599	141	54	87	41	25	11	98	2,084	570
Jan. 11-16 Jan. 18-23	1,006	542 616	153 179	57 34	79 82	25 30	23 21	13	96	1,994	444
Jan. 18–23 Jan. 25–30	1,020 1,139	703	148	56	86	43	26	13 14	112	2,107 2,363	534 627
Feb. 1-6	1,185	723	154	68	68	37	20	12	134	2,401	536
Feb. 8-13	1,199	651	148	54	68	31	25	12	99	2,287	567
Feb. 15-20	1,184	712	175	65	86	39	30	15	118	2,424	698
Feb. 22-*27	1,214	622	137	58	60	36	26	12	100	2.265	476
Feb. 29-Mar. 5	1,176	696	170	73	73	32	31	17	127	2.395	648
Mar. 7-12	1,145	687	140	73	62	23	23	14	122	2,289	575
Mar. 14-19	1,166	734	159	75	51	43	34	11	123	2,396	656
Mar. 21-26	1,132	620 605	132	59	55	31	27	16	100	2,172	615
Mar. 28-April 2 April 4- 9	1,092	566	149 145	59 52	69 47	32 29	34	16 26	114	2,170	565 625
April 11-16	1,096	641	128	47	54	24	42	15	110 80	2,124 2,127	595
April 18-23	1,101	605	151	68	52	40	27	10	120	2,174	652
April 25-30	978	498	152	74	62	28	32	24	60	1,908	537
		-		-		_		-			-
Totals	48,516	28,696	6,166	2,579	2,872	1,381	1,195	623	4,172	96,200	24,274

^{*}Legal holidays. †Closed for repairs, from 4th to 7th, inclusive. ‡Closed on death of Mr. Steele, September 26 and 28. \$Closed December 1 for want of heat.

The largest week's circulation during the year was 2,424 volumes, from February 15 to 20, 1892.

The smallest week's circulation during the year was 1,234 volumes, from May 4 to 9, 1891.

The daily average circulation for the year was 320.67 volumes.

TABLE SHOWING MONTHLY CIRCULATION AND CONSULTATIONS.

	May.	June.	July.	August.	September.	October.	November.	December.	January.	February.	March.	April.	Total.
Prose Fiction. Juvenile Fiction. History and Biography Science and Art Travels. Poetry and Drama. Theology and Philosophy. Social and Political Science Miscellany.	154 168 95	2039 351 157 182 80 91	2194	2192 338 203 150 79	1867 439 204 200 80 102 44	2430 550 245 257 158	205 303 114	2727 511 186 261 123	2645 658	639 256	5068 3017 670 309 273 143 130 64 506	4834 2548 631 260 241 134 148 80 432	
Totals	5639	6621	7063	6932	6682	8199	8301	8459	9172	9644	10,180	9308	96,200
Consultations	1541	1712	1672	1681	1616	2138	1823	2030	2316	2408	2746	2591	24,274
Days Library open	25	26	26	22	23	27	24	25	25	24	27	26	300

The largest monthly circulation was in March, 1892, being 10,180 volumes. The smallest monthly circulation was in May, 1891, being 5,639 volumes.

TABLE SHOWING THE LARGEST AND SMALLEST DAILY CIRCULATION FOR EACH MONTH.

Largest.	Smallest.
1891—May 23508 vols.	1891—May 1111 vols.
June 6475 vols.	June 11150 vols.
July 25497 vols.	July 28187 vols.
August 22588 vols.	August 18188 vols.
September 12580 vols.	September 17179 vols.
October 17587 vols.	October 14163 vols.
November 28726 vols.	November 16168 vols.
December 5711 vols.	December 22 204 vols.
1892—January 30752 vols.	1892—January 7202 vols.
February 20889 vols.	February 19255 vols.
March 19826 vols.	March 30217 vols.
April 9 783 vols.	April 20197 vols.

The largest day's circulation was on February 20, being 889 volumes.

The smallest day's circulation was on May 1, being 111 volumes.

TABLE SHOWING NECESSARY WORK IN THE LIBRARY IN ADDITION TO ATTENDING CIRCULATION, CONSULTATIONS, ETC.

	May.	June.	July.	August.	Soptember.	October.	November.	December.	January.	February.	March.	April.	Totals.
Books repaired in Library Books relabeled	687 248 2,260 103	680 348 544 49	636 332 371 41	561 234 243 46	540 256 244 41	644 347 318 76	651 373 259 59	763 447 199 66	645 428 245 103	847 495 273 60	867 373 244 70	809 387 152 58	8,330 4,268 5,352 772

TABLE SHOWING THE PERCENTAGE OF THE DIFFERENT BRANCHES OF LITERATURE IN CIRCULATION FOR EACH MONTH AND FOR THE YEAR.

	May.	June.	July.	August.	September.	October.	November.	December.	January.	February.	March.	April.	For the Year.
Prose Fiction Juvenile Fiction History and Biography Science and Art Travels. Poetry and Drama. Theology and Philosophy. Social and Political Science. Miscellany.	28.5 6.6 2.7 3.0 1.7 1.3 1.0	30.8 5.3 2.4 2.7 1.2 1.4 .5	31.0 5.3 2.7 2.7 1.2 1.0 1.0	31.6 4.9 2.9 2.2 1.1 1.1	27.9 6.6 3.0 3.0 1.2 1.5	49.8 29.6 6.7 3.0 3.1 1.9 1.3 .7 3.9	31.7 7.5 2.5 3.7 1.4 1.0 .5	32.2 6.0 2.2 3.1 1.5 1.1 .6	28.9 7.2 2.3 3.8 1.6 1.1	29.0 6.6 2.7 3.0 1.5	49.8 29.6 6.6 3.0 2.7 1.4 1.3 .6 5.0	51,9 27,4 6,8 2,8 2,6 1,4 1,6 ,9 4,6	50.5 29.9 6.3 2.7 3.0 1.4 1.2 .7 4.3
The circulation for the year Consultations		_	•						57,				
Making a total of									 	166		62,	834
	end	ling	 A p	ril 3	30, 1	- 892,	ws	 s	96, 24,	200		62,	834
Making a total of The circulation for the year	end	ling	Ap	 ril 3	30, 1	- 892,	WE		96,	200		62, 120,	
Making a total of The circulation for the year Consultations	end	ling	Ap	ril 3	30, 1		ws		96,	200 274		,	

On Sept. 1, 1882, there were books and pamphlets in our Library	16,100	
our Library	32,288	
Showing an increase for that period of		16,188
CLASSIFIED AS FOLLOWS:		
Circulating books in 1882	12,084 22,356	
Increase		10,272
Reference books in 1882	1,020 1,801	
Increase		781
Magazines in 1882	477 2,096	
Increase		1,619
Newspapers and Cyclopedias in 1882 Newspapers and Cyclopedias in 1892	238 526	
Increase		288
Public documents in 1882 Public documents in 1892	2,066 4,116	
Increase		2,050
Pamphlets in 1882	215 1,393	
Increase		1,178
Total		16,188
DONORS FOR YEAR ENDING APRIL 3	•	Pam-
Albright Public Library	h	ols. phlets. 1 1 2 1 1 1 1 1 1 1 1 1 1

		Vols.	Pam- phlets.
Brooklyn Library	.Brooklyn, N. Y		1
Clover, R	.Washington, D. C	1	
Conklin, W. J	.Dayton, Ohio	42	
Cook, T		1	
Doren, Miss E. C	.Dayton, Ohio	3	30
Doren, John G	.Dayton, Ohio	3	
Draper, S. W		1	
Feicht, F		1	
Free Library	Jersey City, N. J		1
Free Public Library			1
Gebhart, Miss B			3
Greene, Miss G. A	.Dayton, Ohio		1
Grossman, M			1
Hemenway Expedition		1	
Houk, Mrs. G. W		3	
Institute of Technology			1
Jewett, H. S		5	
Lafayette College			1
Library Commission			2
Martin, J. M		1	
Mass. Board of Lunacy and Charity		1	
Mass. Bureau of Labor Statistics		2	
Mathematical Society			1
Mathews, Mrs. B. G			2
Maxwell, S. D		1	
Memorial Library Association	Mansfield, Ohio		1
Mercantile Library Association			1
Meteorological Observatory		1	
Miami University			1
Morrison Library	Richmond, Ind		1
Museum of Fine Arts			1
Muybridge, E			1
Neder, George			1
New York Central Railroad		2	
Nicaragua Canal Co	New York City, N. Y	1	
Oberlin College			5
Ohio Metèorological Bureau			1
Peck, C. F	Albany, N. Y	2	
Peele, W. A		1	
Police Commissioners			2
Pratt Institute	Brooklyn, N. Y		1
Public Library	Bridgeport, Conn		1
Public Library			1
Public Library			2
Public Library			1

		Vola	Pam- phlets.
Public LibraryG	rand Rapids, Mich	1013.	1
Public Library Je			1
Public LibraryLo		1	1
Public LibraryO		_	1
Public LibrarySt			1
Public LibrarySt			1
Public LibrarySt			1
Public LibrarySp			i
Public LibraryTo			1
Public LibraryW			1
Raum, G. BW	- ,	2	-
Reeve, J. C., Sr		4	1
Routzahn, E. GDa		_	17
Schneider, Hugo FDa		3	
Smith, E. AM		1	
Society of FriendsPl		-	1
Steele, Miss M. D		1	9
Steele, Robert W		1	8
Stock ExchangeDe		1	
U. B. Publishing HouseDa		1	2
United States Dep't of AgricultureW		3	1
United States Census BureauW		•	1
United States Civil Service Com'sion W		3	1
United States Depar't of Education W		3	5
United States Department of InteriorW		120	2
United States Navy DepartmentW			1
United States Patent OfficeW		5	
United States Smithsonian Institution.W		4	2
United States State Department W		10	
United States Treasury DepartmentW		7	
United States War Department W		18	
University of PennsylvaniaPh	niladelphia, Pa		2
UnknownBo	oston, Mass		2
UnknownDa	ayton, Ohio		1
UnknownLo			1
Unknown			1
UnknownW	ashington, D. C		1
UnknownW	innipeg, Mant		1
Vassar, J. GNe		1	
Warder Public LibrarySp	oringfield, Ohio		1
Warren, H. ADa	ayton, Ohio	1.	
Waterhouse, SSt.	Louis, Mo		1
Water Works	ayton, Ohio		1
Williams, E. STro		5 .	
Winston, B. WMi	inneapolis, Minn	2	1

Women's Literary Club		Pamphlets. 1 1 2::
Newspapers.	•	
Daily TimesDayton, Ohio	. 2	
Volkszeitung Dayton, Ohio	. 2	
Daily Herald	. 2	
Daily News	. 2	

LIST OF PERIODICALS IN LIBRARY.

American Agriculturist. Journal of American Folklore. American Architect and Build'g News. Ladies' Home Journal. American Entomologist. Leisure Hour. American Mechanic. Library Journal. Lippincott's Magazine. Literary World. Littell's Living Age. American Naturalist. Andover Review. Art Interchange. Athenæum. London Times. Atlantic Monthly. Banker's Magazine. Macmillan's Magazine.
Magazine of American History.
Magazine of Poetry. Blackwood's Edinburgh Magazine. Canadian Entomologist. Catholic World. Missionary Review of the World. Nation. Century. Chambers's Journal. National Magazine. New England Magazine. Chautauquan. New Princeton Review. Common School Education. Nineteenth Century. Contemporary Review. North American Review. Cosmopolitan. Official Gazette. Political Science Quarterly. Critic. Popular Science Monthly. Eclectic Magazine. Edinburgh Review. Public Opinion. Quarterly Review. Quarterly Journal of Economics. Education. Educational Monthly (Ohio). Electrical World. St. Nicholas. Engineering News. English Illustrated Magazine. Scientific American. Scientific American Supplement. Scottish Review. Entomological News. Far and Near.
Fortnightly Review. Scribner's Monthly. United Brethren Quarterly. Ueber Land und Meer. Forum. Gartenlaube. University Extension. Harper's Monthly. Harper's Weekly. Vom Fels zum Meer. Westminster Review. Harper's Young People. Wide Awake. Home-Maker. World's Columbian Exposition.

Report of the Librarian.

NEWSPAPERS ON FILE IN READING ROOM.

Dayton Paily Times (donated).

Dayton Daily Times (donated).

Dayton Daily Herald (donated).

Dayton Daily News (donated).

Dayton Daily Journal.

 ${\bf Dayton\ Sunday\ World\ } ({\it donated}).$

Dayton Workman (donated).

Dayton Liberator (donated).

Chicago Inter-Ocean.

Cincinnati Commercial Gazette.

New York, World.

Catalogues of Colleges, Universities, and Technical Schools (donated).

RECEIPTS AND EXPENDITURES OF MONEY COLLECTED IN LIBRARY DURING THE YEAR.

Receipts.

Balance on hand April 30, 1891			\$105	05
Received for fines	\$ 336	7 5		
Received for catalogues	12	25		
Received for lost books	18	60		
Received for damaged books	2	5 9		
Received for county registration		25		
Received for old paper	1	38	371	82
Total			\$476	87
Expenditures.				
For 365 books purchased	\$296	12		
For express	11	07		
For hectograph material	3	15		
For gas and meter rent	11	10		
For newspapers	4	25		
For postage	10	48		
For stationery	16	55		
For towels and washing	4	54		
For street car fare,—collecting	1	00		
For sundries	16	01		
Total			374	27
Balance on hand April 30, 1892			\$102	60

EXPENDITURES

By Board of Education for Library from April 30, 1891, to, and including bills passed by the Library Board, April 5, 1892, were as follows:

For books purchased	\$ 1,459	2 6
Rebound	428	43
Fuel, heating, and light	482	33
Building and repairs	355	73
Supplies and printing	794	50
Salaries of librarian and assistants	2,740	76
Salary of janitor	660	00
Sundries	104	18
Making	\$7,025	19

The Library Board has since paid the following, which is added to that paid by the Board of Education:

The April salaries of librarian and assistants \$243 7	5		
The April salary of janitor 60 0)0		
Total	\$	303 75	
Making			\$ 7.328

Respectfully,

MINTA I. DRYDEN, Librarian.

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Librarian's Supplementary Report From April 30 to Aug. 31, 1892.

•		
Books in Library April 30, 1892		30,895
Added from April 30 to August 31, as follows:		
Replaced of former deductions for worn out, etc. (by purchase)	82 60 219 120	
Total additions		481
Making		31,376
Deductions—		
Books taken from shelves and out of print Books taken from shelves and not yet replaced	9 .	
Total deductions.	•	10
Leaving the <i>net</i> number of books in the Library Aug. 31, 1892		31,366
Pamphlets have heretofore been kept in the Patent owing to its overcrowded condition, it became necessary other disposition of them. We therefore re-classified and according to subjects, and distributed them with books same subjects. This involved a complete re-registration, cataloguing. Many were found to be duplicates, and useless as annual reports, were bound into volumes.	to mak arrange relating as wel	te some ed them to the
The number of pamphlets in the old register April 30, 1892, was	1,393	
In the re-registration and classification they were disposed of as follows:		
Discarded as duplicates and useless	148	
Bound into volumes	78	
Merged under one number for future binding	410	
Lost	1. 756	
Making		1,393

Total number of pamphlets as re-registered Donations from April 30 to Aug. 31, 1892		
Total pamphlets registered Aug. 31, 1892		878
Total number of books as above	31,366	
Total number of pamphlets as above	878	
Makes a total of books and pamphlets on Aug. 31, 1892.		32,224

We append a list of donors, with the number of volumes or pamphlets given by each, and also a list of newspapers contributed.

There were 503 books rebound from April 30 to August 31, 1892, and 3,209 books repaired in Library from April 30 to August 31, 1892.

The number of borrowers enrolled April 30, 1892, was 5,352; added from April 30 to August 31, 520,—making a total enrollment August 31, 1892, 5,872.

The Library was open for the circulation of books 103 days from April 30 to August 31, during which time there were 32,896 volumes in circulation, and during the same period 10,078 consultations. One hundred and twenty-nine books have been in circulation among teachers, 17 at St. Mary's Institute, and 121 among others engaged in literary pursuits.

The general ledger shows a purchase of 302 books, and the librarian's cash book, 43, making 345 books purchased. As my statement of additions to books in Library shows 82 to replace, and 219 new works, making but 301, the following explanation is necessary, to-wit:

New works purchased	219	
To replace books heretofore taken from the shelves and deducted from books in Library	82	
For books worn out and replaced since April 30 and not		•
entering into any report of deductions	44	
Making		345

A CLASSIFIED LIST OF ACCESSIONS TO THE LIBRARY FROM MAY 1, 1892, $$\dot{}$$ TO SEPTEMBER 1, 1892.

MONTHS.	Prose Fiction.	Juveniles.	History and Biography.	Science and Art.	Travels.	Poetry and Drama.	Theology and Philosophy.	Social and Pol- itical Science.	Miscellany.	Reference and Magazines.	Public Docu- ments.	German.	French.	Total vols. for each month.	Vols. Donated.	Vols. Purch's'd, Monthly Bill.	Vols. Purch's'd, Annual Bill.	Pamphlets bound in vols.	Pamphlets Donated.
May	17	3	14	14	2	3	8	1	9	23	69	7		160	69	76	13	2	103
June	7	4	14	13		1	4	3	5	39	7	3		100	37	50	5	8	7
July	7	1	4	***	****	1	1	2	1	17	3	4		41	5	11	25		8
August	21	3	13	8	2		5	7	2	27	5	5	***	98	. 9	82	7		- 4
	52	11	45	25	4	5	18	13	17	106	84	19		399	120	219	50	10	122

WEEKLY CIRCULATION AND CONSULTATIONS FROM MAY 2, 1892, TO AUGUST 31, 1892.

	WEEKS.	Prose Fiction.	Juveniles.	History and Biography.	Science and Art.	Travels.	Poetry and Drama.	Theology and Philosophy.	Social and Po- litical Science	Miscellany.	Totals.	Consultations.
7.0	1892.	0.50	17	12.	7/7	Le	100	100		1	7.7	1
May	2- 7	1,017	479	129	60	46	26	29	10	73	, 1,869	534
May	9-14	934	585	119	67	44	45	29	10	76	1,909	632
May	16-21	1,033	579	150	45	51	36	23	10	76	2,003	644
May	23-28	986	501	110	52	46	38	26	11	65	1,835	526
May	*30-June 4	913	457	105	30	36	17	18	14	72	1,662	460
June	6-11	942	507	78	29	45	18	20	5	64	1,708	557
June	13-18	925	508	83	43	31	18	15	14	49	1,686	498
June	20-25	1,128	652	104	42	62	26	14	13	48	2,089	652
June	27-July 2	1,022	625	91	37	48	19	19	17	63	1,941	664
July	*4- 9	998	633	87	37	44	16	23	6	55	1,899	567
July	11-16	1,063	662	91	47	35	18	21	10	53	2,000	710
July	18-23	918	640	67	61	40	13	8	16	47	1,810	647
July	25-30	1,098	558	74	40	44	26	13	8	54	1,915	457
Aug.	1- 6	1,113	596	81	37	36	18	14	7	43	1,945	403
Aug.	8-13	1,047	598	79	41	39	25	9	12	48	1,898	514
Aug.	15-20	1,105	551	92	40	41	12	10	12	74	1,937	610
Aug.	22-27	1,104	569	83	43	36	17	21	16	60	1,949	644
Aug.	29-31	457	242	38	22	20	13	6	9	34	841	359
	Totals	17,803	9,942	1,661	773	744	401	318	200	1,054	32,896	10,078

^{*} Holidays -- May 30, Memorial Day; July 4, Independence Day.

MONTHLY CIRCULATION AND CONSULTATIONS.

	May.	June.	July.	August.	Totals.	Per Cent.
Prose Fiction Juveniles History and Biography Science and Art Travels Poetry and Drama Theology and Philosophy Social and Political Science Miscellany		4,312 2,399 397 155 185 85 74 53 241	4,568 -2,728 362 207 189 85 73 48 246	4,826 2,556 373 183 172 85 60 56 259	9,942 1,661 773 744	30.2 5.1 2.3 2.3 1.2 1.0
Monthly total	7,919	7,901	8,506	8,570	32,896	100.0
Consultations	2,440	2,489	2,619	2,530	10,078	

TABLE OF NECESSARY WORK IN LIBRARY IN ADDITION TO ATTENDING CIRCULATION, ETC.

	May.	June.	July.	August.	Totals.
Books repaired in Library	817 495 131 109 238	709 380 133 104 233	856 379 119 66 172	827 368 137 80 234	3,209 1,622 520 359 877
Days Library open	25	26	25	27	103

Daily average circulation, 319.38 volumes. Largest day's circulation, May 21, 688 volumes. Smallest day's circulation, May 18, 159 volumes.

DONORS FROM MAY 1 TO AUGUST 31, 1892.

	,	Vols.	Pam- phlets.
American Academy of Dramatic Arts	New York City, N. Y		1
Andrews, J. W. V	Dayton, Ohio	32	
Bellevue Hospital	New York City, N. Y		1
Board of Education	Dayton, Ohio		2
Brooklyn Library	Brooklyn, N. Y		1
Butterfield, Mrs. C. H	Evansville, Ind	1	
Carnahan, J. R	Indianapolis, Ind		1
Catholic Gesellen Verein	Dayton, Ohio		1
Chamber of Commerce	Cincinnati, Ohio	1	

	,		
		Vols.	Pam- phlets.
	City Hospital Boston, Mass		1
	Columbian ExpositionChicago, Ill		8
	Conklin, W. JDayton, Ohio		1
	Conover, Mrs. C. R	1	
	Creighton UniversityOmaha, Neb		1
	Doren, E. C		26
	Fiala, V. J Dayton, Ohio	1	
•	Gordon, H. LChicago, Ill	1	
	Lintner, J. AAlbany, N. Y		1
	Miami UniversityOxford, Ohio	1	
	Montgomery Co. Horticultural Society. Dayton, Ohio		1
	Ohio State Documents Columbus, Ohio		7
	Public Library St. Louis, Mo		1
	Reeve, J. C., Sr	1	
	Routzahn, E. G		9
	Smith, H. ADayton, Ohio		1
	State LibraryAlbany, N. Y	2	
	Steele, Mary D		14
	Stein, E. H. RDayton, Ohio		1
	Training School for Nurses Philadelphia, Pa		1
	United States Fish CommissionWashington, D. C	1	
	United States Interior DepartmentWashington, D. C	60	29
	United States Patent OfficeWashington, D. C	3	
	United States State DepartmentWashington, D. C	2	1
	United States Treasury DepartmentWashington, D. C	2	
	United States War DepartmentWashington, D. C	7	
	Unknown		5
	Warder Public LibrarySpringfield, Ohio		1
	Women's Christian Association Dayton, Ohio		. 1
	Women's HospitalPhiladelphia, Pa		1
	Yale University New Haven, Conn		2
	Young Men's Christian Association Dayton, Ohio		1
	Young Women's Department, W.C.ADayton, Ohio		1
	Daily Evening HeraldDayton, Ohio		_
	Daily Evening News Dayton, Ohio		
	Daily Times	1	
	Daytoner Volkszeitung		
	Totals		122
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NEWSPAPERS CONTRIBUTED.

Daily Evening Herald.
Daily Evening News.
Daily Evening Press.
Sunday World.

Daily Journal. Daily Times.

Daytoner Volkszeitung.

FINANCIAL REPORT FROM GENERAL LEDGER.

Receipts.

$\it Receipts.$				
From Board of Education to credit of Library Board with county treasurer			\$4,560	96
Expenditures.				
For 302 books purchased	298 56 17 243 60	94 83 02 75 00		
and August	255 1 43 18	25 50		
Total expenditures			2,527	31
Leaving balance on hand August 31, 1892			\$2,033	65
RECEIPTS AND EXPENDITURES OF MONEY COLUMN LIBRARY. FROM APRIL 30 TO AUGUST 31, 1892.	OLLF	CT	ED IN	-
Receipts.				
Balance on hand April 30, 1892	2	50 50 80	\$102	60
Total receipts			137	80
Making a total of		-	\$ 240	40
Expenditures.				
For forty-three books Express Hectographs Towels and Washing Newspapers Postage Stationery Street-car fare,—collecting Freight on books. Sundries	1 2 2 6	55 96 95 90 20 80 25 60 17		
Total expenditures		_	 -	32
Balance on hand August 31, 1892			\$ 181	08

MINTA I. DRYDEN, Librarian.

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Dayton Public Library And Museum 1892=93



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REPORT

OF

DAYTON PUBLIC LIBRARY

AND MUSEUM

FOR THE PERIOD FROM SEPTEMBER 1, 1892, TO AUGUST 31, 1893



DAYTON, OHIO
PRESS OF UNITED BRETHREN PUBLISHING HOUSE
1894

DAYTON LIBRARY AND MUSEUM BOARD.

HENRY C. MARSHALL, President.

W. J. CONKLIN, Vice-President.

JAMES A. MARLAY, Secretary.

R. M. ALLEN.

FRANK CONOVER.

J. Sprigg McMahon.

LIBRARY FORCE.

MISS MINTA I. DRYDEN, Librarian.

MISS ELECTRA C. DOREN, Assistant Librarian and Cataloguer.

MISS MINNIE E. ALTHOFF,

FRED H. KOCH,

Library Assistants.

MISS AUGUSTA L. MILLS,

CHARLES SELMAN, Messenger.

A. P. FRAZIER, Janitor.



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REPORT OF THE LIBRARY BOARD.

To the Board of Education:

The Board of Trustees of the Dayton Public Library respectfully submit the following report for the year ending August 31, 1893.

The friends of the Library have cause for congratulation in its constantly increasing popularity and usefulness. The past year has been the most prosperous in its history. The number of borrowers has steadily increased, until now 7,488 are enrolled. There is also an encouraging increase in the number of consultations by students interested in special lines of research. During the year there were placed upon our shelves, by purchase and donation, 1,429 volumes, making the total number 32,740.

These books have generally been carefully and judiciously selected, and among them may be found the very best books of the world—in literature the oldest and choicest books, in science the newest. The present Board and their predecessors have considered that the advantages of a public library are not exclusively of a literary character, but that it should afford instruction and stimulus to all our working and thinking people. Accordingly, in the selection of books, proper attention has been given to the choice of a due proportion of works not exclusively intended for the use of professional men and general readers, but such as are required by our young men who seek to perfect themselves in the industrial arts—mechanics, architects, builders, those who work in our shops and factories. We desire especially to invite this class of our fellow-citizens to make themselves at home within the hospitable doors of the Dayton Public Library, and encourage them to freely use its price-less treasures.

We call your attention to the very complete and exhaustive report of the Librarian, showing, in detail, the condition of the Library and the uses made of it by the public. We also wish to express our appreciation of the faithful and intelligent service rendered by the Librarian and assistants.

During the year, the committee of this Board having in charge the establishment of the Museum in the second story of the Library Building have met with most encouraging success, and have formally opened and

dedicated it to the public. Aided by a number of our liberal and public-spirited citizens, they have already made a very valuable and interesting collection, and have good reason to hope that in the near future this will be an institution of which all our people may be proud. To the very interesting statement of that committee, accompanying this report, your attention is respectfully directed.

HENRY C. MARSHALL,
JAS. A. MARLAY,
W. J. CONKLIN,
ROBT. M. ALLEN,
FRANK CONOVER,
J. SPRIGG MCMAHON,
Dayton Library Board.

REPORT OF COMMITTEE ON MUSEUM.

To the Library Board:

Your Committee would respectfully submit the following report, briefly detailing the origin, scope, and needs of the Dayton Public Museum.

During the last session of the Legislature a special act was passed, authorizing the Library Board to found and maintain a Public Museum in connection with the Library. In response to our petition the Board of Education generously appropriated funds to finish and furnish the upper floor of the Library Building, which, on account of its fire-proof construction and isolated location, is especially well adapted for museum purposes.

The cases were made from designs kindly furnished by Mr. Gest, of the Cincinnati Museum Association, and are similar to those in use at the Smithsonian Institution.

The room as furnished and decorated makes a suitable and beautiful home for the preservation of such collections as may from time to time be entrusted to the Board. It was formally opened to the public on the evening of September 15, 1893.

The Committee has been gratified by the almost enthusiastic reception accorded the Museum project by the citizens generally, and especially by the intelligent and gratuitous services rendered by Messrs. Clark, Caswell, Ohmer, Thresher, Jewett, Werthner, Rall, Thompson, Foerste, McNary, Gunckel, Knecht, and others, most of whom have, in addition, contributed more or less largely from their private collections.

It is a matter of congratulation to record that no money has been expended for the articles on exhibition. Every article now in the Museum, with a single exception, has been generously donated or loaned by the contributors whose names are appended to this report.

It is perhaps proper in this first report briefly to state some of the reasons which led this Board to attempt the formation of a museum.

We need not discuss here the question as to the educational value of the modern museum. It is, we believe, universally conceded by educators, that it is destined to become in the near future an invaluable adjunct to the teaching facilities of our public schools.

The museum stands side by side with the library as a source of higher culture, and the two undoubtedly form, next to the schools and the press, the most important agencies for the dissemination of knowl-

edge and the enlightenment of the people. The union of library and museum is therefore peculiarly appropriate. They supplement each other. The museum is to the library what the illustration is to the book. It is, in fact, an illustrated library. In some ways a museum appeals to the young even more powerfully than the library. A properly classified and labeled object catches the eye at once, and quickly tells a story which requires pages of description.

Mr. Goode, of the National Museum in Washington, considers the proximity of a good library as absolutely essential to the highest usefulness of a museum. And in turn, the museum wisely organized and properly arranged, benefits the library near which it stands through its power to stimulate interest in books and to encourage individual research.

The Peabody Academy of Sciences in Salem, Massachusetts, furnishes the happiest illustration in this country of the good results which come from the friendly cooperation of the museum and library. Those interested in following up this line of thought would do well to consult the published reports of this institution.

In outlining the field to be especially cultivated in the museum, we would recommend that an earnest effort be made to collect objects of local interest.

On our shelves should be displayed the natural products of this valley; under this head are included the fauna, flora, rocks, minerals, and prehistoric relics. Fortunately we live in a region especially rich in geological and archæological treasures. The Museum should also be the recognized depository of everything pertaining to the early settlement and growth of Dayton.

We are fully aware that only a beginning, creditable as it is under the circumstances, has been made. The fact has, however, been fully demonstrated that a successful museum can be formed in Dayton, and it now rests with the citizens to determine the measure of that success. This Board has only limited funds at its disposal. Museums, unlike poets, are made, not born. If the collection is to have any educational or scientific value it must continue to grow, and growth can only be secured by contribution of money or materials. The citizens must come to its support or the project will fail.

Respectfully submitted,

W. J. CONKLIN. FRANK CONOVER. R. M. ALLEN.

CONTRIBUTORS TO THE DAYTON PUBLIC MUSEUM.

Allen, R. M. Blocher, W. L. Billet, A. Booher, Jesse Bornstein, J. Broadrup, J. Brown, Mrs. A. C. Burwell, John Caswell, George Clark, Jerome Conklin, W. J. Daniels, J. R. Dayton Museum Association. Dover, Mrs. Eckley, Sidney Fletcher, Chas. Groneweg, H. Gross, J. B. Gunckel, L. W. Hanitch, John Huffman, Torrence Huffman, Mrs. T. Hughes, Rev. J. R. Hughes, R. S. Jewett, H. S. Klopfer, Burt Klopfer, Jos. Knecht, Geo. W. Lackey, L. Lair, B. W. La Rue, Geo. Liesmen, Charlotte Liesmen, Oliver Manning, W. H. Manning, Mrs. W. H. Mayer, W. C. McClure, R. McDonald, Scott

McNary, J. W. McSherry, Mrs. Miles, J. S. Mull, John Neiffer, Rev. J. G. Nettleton, C. B. Ohmer, W. I. Owens, Mrs. Julia Phillips, Miss Sophia Pilate, George Prass, J. N. Pritz, W. H. Rall, Chas. A. Reeve, Miss Sanborn, Mrs. Sinks, Mrs. Solomon, E. B. Starkey, J. A. Starry, S. Steele, Misses Stevenson, W. T. Thomas, E. O. Thompson, Frank Thresher, B. B. Tobey, H. A. Van Sant, M. W. Walker, G. L. Walters, J. B. Walters, Miss Edith Weckesser, F. Werthner, W. B. Werthner, Mrs. W. B. West, Arthur Weston, J. L. Williamson, M. E. Wood, Mrs. General Wuichet, Chas. Zimmer, Jacob

REPORT OF THE LIBRARIAN.

To the Honorable Library Board:

Gentlemen: I have the honor to submit herewith my annual report for the year ending August 31, 1893, being the thirty-third annual report of the Dayton Public Library, and the sixth annual report since the Library has been under the control of the Library Board.

The year just ended and covered by this report, has been a very successful and satisfactory one, and we should all feel proud of it, being the largest year's business in the history of the Library.

The Library was open for the circulation of books 305 days, during which 105,731 books were circulated for home reading, and 39,643 consultations, divided as follows: 16,912 books, 6,653 periodicals, and 16,078 papers.

Granting Dayton a population of 70,000, our circulation during the year was 1.51 for each inhabitant, and 4.68 for each book in the Library.

Our assistants, faithful, attentive, with thorough knowledge and uniform courtesy, have greatly aided us in making this our banner year. Their efforts deserve high commendation.

During the year, the entire reference library has been re-arranged so as to relieve the crowded condition of the book room. This much-needed improvement was made possible by finishing the two west rooms in the basement, to which were removed 4,300 volumes of public documents and newspapers, also removing 122 volumes of Smithsonian publications to the Museum, on the second floor. By means of introducing new shelves wherever the size of books permitted, an additional space equivalent to five reference cases was gained in the book room on the first floor. This rearrangement involved the labeling, numbering, and checking of 9,166 volumes. It also makes necessary a new Card Catalogue for the use of the public, since the expansion into space adequate for this department has necessarily changed the shelf-marks, by which the location of the volumes is to be found.

In my report April 30, 1892, we deducted from the total number of books, to-wit:

·		Volumes.
Out of print	30	
Worn out and not replaced	50	
Lost and missing, unfound	21	
-		101

And in my supplementary report from May 1 to August 31, 1892— Out of print. Worn out. Making.	9 1 10 111
Of these we have replaced and found (as shown in following statement)	14
On August 31, 1892, the net number of books in the Library was	31,366
Accessions During the Year.	
By purchase	1,120 295 9 2 11
Making a total of	$\frac{1,429}{32,795}$
Deductions.	
Taken from shelves, out of print Worn out and not yet replaced Lost and missing, unfound	18 28 9 ——— 55
Leaving the net number of books in Library, August 31, 1893	32,740
Pamphlets in Library, August 31, 1892Gifts from September 1, 1892, to August 31, 1893	878 175
Making the total number of pamphlets in Library, August 31, 1893	1,053
And a total of books and pamphlets	33,798

Our record for books received in the Library has the numbers printed in consecutive order, and shows, to August 31, 1893, 32,912 volumes. Our statement above shows the net number of books August 31, 1893, 32,740 volumes,—a difference of 172 books. This discrepancy is accounted for, first, we cannot change the order of numbers on the record, and second, by books worn out and out of print which we have been unable to replace a large portion of them being of long standing.

Report of the Librarian.

	September	Quarterly totals	December	Quarterly totals	March	Quarterly totals	June July August	Quarterly totals	Grand total
Eletion,	888	7.5	221	37	ខដន	121	20.28	57	289
Juvenile.	212	19	চ্চান	5.	12 Mag	15	8-	+	8
History and Biography.	488	3	20 x 2	55	103	88	ar-w	19	181
Science and Art.	845	82	1+1010	15	10 4 ∞	11	e2 4 22	10	70
Travels.	040	33	101000	13	10 61	-	01014	00	20
Poetry and Drama.	60 10 00	17	+1	12	∞ ∞ →	10	70	61	17
Theology and Philosophy.	21-12	16	400	6.	821	52	00.00	ı	8
Social and Polit- ical Science.	982	8	©M4	Ħ	⊕ → →	11	0101-	10	47
Miscellany.	06 81	쁈	∞ + ∞	30	864	98	2000	12	96
Reference and Periodicals.	646	92	988	8	427	12	282	52	263
Public Documents.	r-300	52	22 Z	31	ගසිය	1	284	99	173
деттви,	93 93 85	-	4814	-	0310000	10	2101-	io	83
French.	-	-	-111				-11	-	00
Monthly Totals.	252 200 200 200		525		130 211		5887		
Quarterly Totals.		144		788		455		232	1.415
Vols. Purchased by Annual Sub- scription.	4°5	16	0 40 0	9	969	43	∞¥=	53	206
Vols, Purchased by Month.	86.12	323	2344	146	2888	320	824	124	913
Volumes Donated.	9.85	20	222	78	833	85	o 114	25	206
Pamphlets Donated.	in or	7	-48	8	#83±	17	22	30	175

TABLE SHOWING MONTHLY CIRCULATION.

Percentage.		8.88 8.48 8.48 8.48 8.48 8.48 8.48 8.48	100.	
Totals.	305	57,034 29,996 6,081 2,573 2,612 1,491 1,172 623 4,150	105,731	346.66
August.	27	2,566 376 376 384 41 42 38 38 38	9,375	347.22
Amy.	83	4.2 87.2 87.8 158 158 158 158 158 158 158 158 158 15	8,651	346.04
June	38	25.33 35.33	7,763	298.58
May.	36	45. 25. 25. 25. 25. 25. 25. 25. 25. 25. 2	8,426	32475 1,9445
April.	ss	45. 26. 26. 27. 25. 27. 27. 27. 27. 27. 27. 27. 27. 27. 27	9,307	368.28
March.	72	25,312 5,709 587 833 874 1180 150	176'6	368.41
February.	23	24,770 649 800 800 131 131 133 438	9,292	104
1893.	55	4,714,600 600 855,538 600 1148 1148 101 101 101	9,166	366.64
December.	36	24.548 524.524 524.537 1111 83.558 84.558	8,681	333.88
Мочетрег.	53	4, 50, 50, 50, 50, 50, 50, 50, 50, 50, 50	8,677	347.88
October.	13	2,568 591 591 165 189 127 127 288	8,502	340.08
September.	53	4,509 4,835 208 178 178 124 124 246	8,024	320.96
	Days open	Fiction History and biography Science and art. Pravels. Poetry and drama Theology and philosophy. Social and political science.	Totals	Daily average circulation Weekly average circulation

The largest day's circulation was on February 11, being 901 volumes.

The smallest day's circulation was on November 9, being 147 volumes.

The largest week's circulation was from March 13-18, being 2,389 volumes.

The smallest week's circulation was from December 19-24, being 1,612 volumes.

The largest month's circulation was in March, being 9,947 volumes.

The smallest month's circulation was in June, being 7,763 volumes.

MONTHLY CONSULTATIONS.

	1892. September.	October.	November.	December.	1893, January.	February	March.	April.	May.	June.	July.	August.	Totals.
Books	1,448	1,711	1,581	1,705	1,468	1,047	1,512	1,350	1,240	1,493	1,290	1,067	16,912
Periodicals	331	329	342	371	447	661	683	649	685	554	764	837	6,653
Papers	814	807	842	912	1,098	1,352	1,676	1,413	1,510	1,466	1,845	2,343	16,078
Totals	2,593	2,847	2,765	2,988	3,013	3,060	3,871	3,412	3,435	3,513	3,899	4,247	39,643

I would respectfully call attention to the increased, and steadily increasing, use of bound periodicals. The "Poole Index" has, I think, to a large extent created this interest, and I would suggest the propriety of procuring such volumes referred to by him as are not on our shelves, and of completing, as far as possible, any of our broken sets. It is gratifying to know that readers have found much valuable literature contained in reviews and magazines. We have a valuable collection of periodical literature, and patrons of the library should understand, and bear in mind, that, in order to keep these intact and in good condition, they must be held as a reference collection for consultation in the Library only, and not for general circulation. This rule is necessary, and should not be deviated from, as it is a difficult matter to complete, or fill up, any broken sets.

During the past year 1,162 books have been in circulation in the schools, and 1,350 books among others engaged in literary pursuits.

On August 31, 1892, our enrollment of borrowers was	5,872
Added during the past year	1,616
Making the present number of borrowers	7,488

We had 1,111 books rebound during the year.

The Library force repaired 9,431 books, labeled 6,695 books, collated 3,284 books, issued and recorded 1,616 cards to borrowers, and sent out 1,012 letters and notices.

August 31, 1883, the total number of books and pamphlets in the Library was	19 505
Ligitaly was	10,000
August 31, 1893, the total number of books and pamphlets in the	
Library was	33,793
An increase during the period of	15.288

Report of the Librarian.

13

The Library was open 308½ days for the year ending August 31, 1883, and the circulation was	61,929
Consultations	5,840
Making a total of	67,769
The expense of the Library force for that year was \$21.30 per 1,0	00.
The Library was open 305 days during the year ending August 31, 1893, and the circulation was	105,731
Consultations	39,643
Making a total of	145,374
The expense of circulation and attendance on consultations for t was \$21.70 per 1,000.	his year
The increase of circulation for the year ending August 31, 1893, over that of 1883	45,802
The increase of consultations for the year ending August 31, 1893, over that of 1883	33,803
Making a total increase of	79,605

LIST OF DONORS.

Vols. phi	m- ets.
Adjutant-GeneralColumbus, Ohio	
Agriculture, Department of Washington, D. C	4
Amateur Sketch Club Dayton, Ohio	1
Astor Library New York	1
Athenæum (Library) Providence, R. I	1
Blocher, W. L	
Board of Charity and LunacyBoston, Mass 1	
Board of Education	
Board of Health Lansing, Mich 14	2
Board of HealthColumbus, Ohio 6	
Board of State CharitiesColumbus, Ohio	
Brett, W. HCleveland, Ohio	2
Bronson Library Waterbury, Conn	1
Bureau of Information Los Angeles, Cal	1
Callender & Patterson Dayton, Ohio 2	
Carr, H. J. Scranton, Pa. 1	
Chamber of Commerce	
City Clerk Minneapolis, Minn 1	
College Settlements Association New York 1	
Conklin, W. J Dayton, Ohio 1	1
Conover, Frank	_
Cook, Herbert J Dayton, Ohio 1	
Cornell University Ithaca, N. Y	1
Cox, J. C	-
Crum, E. C	
Dewey, M	1
Doren, E. C	3
Doren, J. G Dayton, Ohio 1	Ū
Feicht, H	
Flynn, Patrick Dayton, Ohio	
Free Library	1
Free Library	1
Free Library San Francisco, Cal	1
Free Public Library New Haven, Conn	1
Free Public Library	1
Gordon, J. C	-
Hamilton, M. R	
Harvard University	1
Hill, N. P	_

	,	Vole	Pam- phlets.
History and Philosophy SocietyCir.		1	pinous.
Indian Rights AssociationPh		1	
Interior DepartmentWa			. 24
Jewett, H. S Day		21	
Johns Hopkins UniversityBal			1
Kephart, I. L			1
Kumler, Mrs. M. JDay			1
Lane, Alice			1
La Rue, Fred		1	-
Loucks, M		1	
Labor BureauBos		2	
Mathematical SocietyNe			1
Mercantile LibraryBro			1
Mercantile LibraryCin			1
Mercantile Library Ne			1
			1
Mercantile LibrarySt.		1	1
Meteorological ObservatoryNe		1	
Mueller, Carl		1	1
Nationalist ClubPhi			1
Neder, George Da			1
Ohmer, W. I	•		1
Patent Office		3	
Peele, WInd		1	
Pope, A. ABos			1
Prison CommissionBox		1	1
Public LibraryBri	dgeport, Conn		1
Public Library Col			1
Public LibraryDe	troit, Mich		1
Public LibraryGr	and Rapids, Mich		.1
Public LibraryMi	lwaukee, Wis		ĺ
Public LibraryPec	oria, Ill		1
Public LibraryPro	ovidence, R. 1		. 1
Public LibrarySer			1
Public LibrarySt.			1
Public Library	•		1
Ramsey, W. HDa			1
Raum, G. E		1	_
Routzahn, E. G		10	78
Royal Commission Lor		1	•
Saint Elizabeth HospitalDay	vton Ohio	•	1
Secretary of StateCol		1	1
Schneider, Hugo F		1	
Shuey, W. J		1	
Smith, E. A		1	1
ошны, Е. АМ10	лькошегу, Авг		1

Report of the Librarian.

	Vols.	Pam- phlets.
Smithsonian Institution		1
Steele, Miss M. D		1
State Department		
Sunset Club		
Surgeon-General Washington, D. C		
Thomas, J. B		
Treasury Department		
United Brethren Publishing HouseDayton, Ohio		
Union Pacific RailroadDenver, Col		
Unknown		6
War DepartmentWashington, D. C	15	1
Waterhouse, S. St. Louis, Mo.		4
Waterworks Office. Dayton, Ohio.		•
Welsh, HPhiladelphia, Pa		1
		26
Whitney, F. I		20
Woodburn, J. ABloomington, Ind	1	
NEWSPAPERS.		
Volkszeitung	2	
Times and Evening News	4	
Herald	2	
Press		
Total Withdrawn for binding		195 20
Net	295	175

LIST OF PERIODICALS.

Monthlies.

American Agriculturist. American Gardening. American Naturalist. Andover Review.

Arena.

Art Interchange.

Atlantic.

Banker's Magazine. Blackwood's Magazine. Buffalo Medical Journal. Canadian Entomologist. Catholic World.

Century. Chautauquan.

Contemporary Review.

Cosmopolitan.

Eclectic.

Edinburgh Review. Education.

Educational Monthly. English Illustrated Magazine.

Entomological News.

Far and Near. Fortnightly Review.

Forum.

Goldthwaite's Geographic Magazine. World's Columbian Exposition. Harper's Monthly.

Gartenlaube.

Literary World.

Journal of American Folklore.

Ladies' Home Journal. Library Journal. Lippincott's Magazine. Macmillan's Magazine. Magazine of Poetry.

Magazine of American History.

Missionary Review. National Magazine. Natural Science. New England Magazine.

New Review.

Nineteenth Century. North American Review. Popular Science Monthly.

Quarterly Review.

Quarterly Journal of Economics. Review of Reviews.

Romance. St. Nicholas. Scottish Review. Scribner's Monthly. University Extension. Westminster Review.

Wide Awake.

Fortnightlies.

Vom Fels zum Meer. Ueber Land und Meer.

Weeklies.

American Architect. American Machinist.

Athenæum. Critic.

Electrical World.

Engineering News. Harper's Weekly.

Harper's Young People.

Littell's Living Age. London Times.

Nation.

Public Opinion. Scientific American.

Scientific American Supplement.

Official Gazette.

Report of the Librarian.

NEWSPAPERS ON FILE IN THE READING ROOM.

Volkszeitung (donated).	Dayton Liberator (donated).
Dayton Daily Times (donated).	Chicago Inter-Ocean.
Dayton Daily News (donated).	Cincinnati Commercial-Gazette.
Dayton Daily Herald (donated).	New York World.
Dayton Daily Journal (donated).	Troy (Ohio) Daily Trojan (donated).
Dayton Sunday World (donated).	Free Russia (donated).
Dayton Evening Press (donated).	New Nation (donated).
Dayton Workman (donated).	The Path (monthly) (donated).

RECEIPTS AND EXPENDITURES OF MONEY COLLECTED IN LIBRARY

FROM SEPTEMBER 1, 1892, TO AUGUST 31, 1893.

Receipts.

Balance on hand September 1, 1892	4 11 3 2	71 00 75 11 59 00 70	\$181	08
Making receipts for the year			431	86
Total			\$612	94
${\it Expenditures}.$				
For 9 books purchased to replace (lost)	\$7	93		
Express	8	25		
Hektograph material	4	15		
Towels and washing	6	25		
Postage	14			
Stationery	19			
Sundries	34			
Making total expenditures			94	88
Leaving a balance on hand September 1, 1893			\$ 518	06

Report of the Librarian.

STATEMENT FROM GENERAL LEDGER.

Receipts.

Balance on hand August 31, 1892 Received from December taxes	\$4 049	56	\$2,033	65
Received from June taxes			9,563	06
Total			\$11,596	71
Expenditures.				
For books and periodicals purchased	\$1,862	65		
Books rebound	629	70		
Fuel and light	499	72		
Salaries, librarian and assistants	3,155	66		
Salary, janitor	780	00		
Repairs	152	75		
Supplies and printing	116	60		
Sundries	89	07		
Newspapers	26	55		
Total		_	7,312	70
Balance on hand August 31, 1893			\$4.284	01

Respectfully submitted,
MINTA I. DRYDEN, Librarian.

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DAYTON PUBLIC LIBRARY.

Z 733 D281 A2

ANNUAL REPORT

OF THE

DAYTON PUBLIC LIBRARY AND MUSEUM.

For the Period, September 1, 1895, to August 31, 1896.



DAYTON, OHIO



ANNUAL REPORT

OF THE

DAYTON PUBLIC LIBRARY AND MUSEUM.

For the Period, September 1, 1895, to August 31, 1896.



DAYTON, OHIO
PRESS OF UNITED BRETHEEN PUBLISHING HOUSE
1899

DAYTON PUBLIC LIBRARY AND MUSEUM BOARD.

HENRY C. MARSHALL, President. W. J. CONKLIN, Vice-President. Frank Conover, Secretary.

R. M. ALLEN.

S. W. DAVIES.

ALBERT KERN.

LIBRARY FORCE.

MISS MINTA I. DRYDEN, Librarian.

MISS ELECTRA C. DOREN, Assistant Librarian and Cataloguer.

MISS LINDA A. EASTMAN, Substitute Assistant Librarian and Cataloguer.

FRED H. KOCH,

MISS MINNIE E. ALTHOFF,

MISS AUGUSTA L. MILLS,

MISS AGNES C. STEELE,

Library Assistants.

CHARLES SELMAN, Messenger.

A. P. FRAZIER, Janitor.

REPORT OF THE LIBRARY BOARD.

To the Board of Education:

Gentlemen: We herewith submit to you the annual report of the Librarian of the Public Library for the year ending August 31, 1896. Statistical tables, together with other supplementary matter, accompany the report, supplying important information concerning details in the administration. Respectfully submitted,

HENRY C. MARSHALL, W. J. CONKLIN, FRANK CONOVER, R. M. ALLEN, S. W. DAVIES, ALBERT KERN,

The Dayton Public Library and Museum Board.

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LIBRARIAN'S REPORT.

DAYTON, OHIO, August to the Library Board: Gentlemen: I respectfully submit the following report of the year ending August 31, 1896, being the thirty-sixth of the Dayton Public Library.	of the I.	ibrary
August 31, 1895, the number of books in the Library was		35,325
Accessions During the Past Year.		
By purchase of new works	796 29 0	
_, g		1,56 6
Total		36,831
Deductions.		
Books out of print, worn out, lost, and discarded		398
Net number of books in Library August 31, 1896 Net increase for the past year of		36,433 1,108
The number of pamphlets in the Library August 31, 1895, was Added during the past year	1,292 148	
Total, August 31, 1896		1,440
The number of books and pamplilets August 31, 1895, was Net increase of books for the year Net increase of pamphlets	36,617 1,108 148	
Total books and pamphlets, August 31, 1896		37,873
The book statement of August 31, 1895, showed the total deductions to have been	571 260	
Leaving a balance, August 31, 1896, of The total withdrawals during the past year was Replaced	428 30	311
Leaving a balance of withdrawals from August 31, 1895, to September 1, 1896		398
Making the total deductions to September 1, 1896		709

Recorded August 31, 1895 Added during the past year					35,896 1,506	
Total recorded Deductions as above Replaced books given old numbers in accession record				709 260	37,402	
Total						969
Net number of volumes, August 31, 1896						36,433
CLAS	SSIFIC	ATION	v			
CLASS.	On hand, Aug. 81, 1895.	Accessions to Aug. 31, 1896.	Total.	Deductions to Aug. 31, 1896.	Net Total Aug. 31, 1896.	Percentage of Books on Hand,
Piction	4,683 2,202 1,267 2,200 5,061 2,200 1,575 1,383 1,708 175 2,413 5,688 4,690	334 110 30 58 162 54 44 63 32 6 50 370 193	5,017 2,312 1 297 2,338 5,223 2,254 1,619 1,446 1,740 181 2,463 6,058 4,883	231 152 1 3 2 2 7	4,786 2,160 1,296 2,338 5,220 2,254 1,617 1,446 1,738 181 2,456 6,058 4,883	13.1 5 9 3.6 6.4 14.3 6.2 4.4 4.0 4.8 16.6 13.4

Deductions in fourth column cover worn-out books, etc., as stated in the foregoing book report.

CIRCULATION.

The Library was open 305 days during the past year, in which time 111,452 books were circulated for home reading.

CLASSIFIED AS FOLLOWS:

CLASS.	Circulation.	Percentage.
Fiction Juvenile Juvenile History and Biography Science and Art. Travels Poetry and Drama Theology and Philosophy Politics, Sociology, and Education Miscellany.	68,643 27,490 4,976 2,723 1,668 1,138 806 631 3,377	61.6 24.6 4.5 2.4 1.3 1.
Total	111,452	100.

The daily average circulation for the year was 365.42 volumes.

MONTHLY CIRCULATION.

	ntagr.	оэтэЧ	924014	舃
	TOTALS.	302	68,643 27,490 4,976 2,723 1,668 1,138 806 631 3,377	111,452
	Arg.	56	8,391 242 242 175 175 170 170 89 89	689,6
	JELY.	58	2,346 2,346 2,346 106 106 53 230 230	9,250
	JUNE.	56	2,415 2,415 363 157 121 66 47 49 234	9,322
1896	MAY.	33	4,986 1,967 1360 114. 102 15 37 53	8,011
18	APRIL.	32	2,584 2,088 101 101 238 238 245 238 238 238 238 238 238 238 238 238 238	8,109
	M'CH.	38	2,725 2,725 2,725 2,88 2,88 102 102 103 154 153	10,364
	FEB.	77	2,621 2,631 1160 1160 88 88 88 89 89	10,638
	JAN.	28	2,391 2,311 2,50 2,60 2,19 1,36 1,36 1,36 3,07	10,317
	DEC.	ន	2,108 2,108 355 255 225 124 124 65 318	88,8
1895	Nov.	ន	25.997 25.50 25.50 25.50 141 11.51 11.51 90 90	10,079
31	0ст.	22	2,421 2,162 2,162 2,58 2,58 11,6 11,6 2,58 2,58 2,58 2,58 2,58 2,58 2,58 2,58	8,937
	SEPT.	75	2,202 202 149 149 232 232 232 232 232 232 232 232 232 23	7,960
	MONTHS	DAYS OPEN	Fiction. Juvenile. History and Biography. Science and Art. Travels. Poetry and Drama Theology and Philosophy. Social and Political Science.	Totals

MONTHLY CONSULTATIONS.

		181	2881					180	968				
Months	SEPT.	Ост.	Nov.	DEC.	JAN.	FEB.	M'cu.	APRIL	MAY.	JUNE.	July.	Arg.	TOTALS.
DAYS OPEN	75	27	83	22	56	7.	83	ន	ន	25	98	92	302
Books. Periodicals. Papers.	<u> </u>	1,763 598 1,633	2,276 527 1,676	1,636 501 1,320	1,901 553 1,372	2,052 532 1,524	2,054 556 1,541	1.813 429 1,558	1,511 602 1,259	1,467 517 1,375	1,493 629 1,658	1.178 539 1,237	20.373 6,331 17,350
Totals	2,754	3,994	4,479	3,457	3,826	4,108	4,151	3,800	3,372	3,359	3,780	2,974	44.054

BORROWERS.

August 31, 1895, our enrollment of borrowers was	•
Total	8,010

A list of donors, with the number of volumes or pamphlets given by each, also a list of newspaper contributors, is appended to this report.

We had 504 books rebound at the bindery during the past year.

The Library force repaired 7,884 books, labelled 4,565 books, collated 2,579 books, sent out 1,039 notices, and issued and recorded 2,071 cards to borrowers.

During the past year 1,278 books were taken out by teachers, 200 books by St. Mary's Institute, and 822 books by others engaged in literary pursuits.

RECEIPTS AND EXPENDITURES OF MONEY COLLECTED IN LIBRARY

FROM AUGUST 31, 1895, TO SEPTEMBER 1, 1896.

Receipts.

Balance on hand, August 31, 1895			\$ 793	33
Received for fines	\$347	08		
Received for catalogues	7	75		
Received for county registration	2	25		
Received for lost books	7	04		
Received for damaged books	1	98		
Received for old paper	1	32		
Received for stamps		20		
Received for boxes		25		
Refunded by Publishers' Weekly	2	50		
Received during the year			370	37
Total			\$1,163	70
77 11.				
Expenditures.				
_	\$ 15	45		
For express	-	45 19		
For express	-	19		
For express	33	19 61		
For express For postage For stationery	33 23 109	19 61		
For express For postage For stationery For sundries	33 23 109 17	19 61 92		
For express For postage For stationery For sundries For Museum	33 23 109 17	19 61 92 53	206	74

STATEMENT FROM GENERAL LEDGER OF THE LIBRARY BOARD.

Receipts.

-				
Balance on hand, August 31, 1895	# 4.019	co	\$4,145	74
Received from tax duplicate of December, 1895	. ,			
Received from tax duplicate of June, 1896	5,048	69		
Received during the year			9,962	38
Total			\$14,108	12
Expenditures.				
For books and periodicals purchased	\$1,941	41		
For books rebound	504	29		
For fuel and light	541	03		
For salaries - Librarian and assistants	4,294	79		
For salary—janitor	900	00		
For repairs	2	15		
For supplies and printing	228	40		
For furniture and fixtures	26	00		
For firemen's relief	76	72		
For sundries	226	88		
For Museum	398	46		
Expended during the year			\$ 9,1 40	13
Balance, August 31, 1896			\$4,967	99
Respectfully submitted,				

MINTA I. DRYDEN, Librarian.

LIST OF DONORS.

LIST OF DOMONS.	
Donor	Pam- Vols. phlets.
Adjutant General, Ohio	1 ,
Aguilar Free LibraryNew York City	1
Atheneum Library Providence, R. I	. 1
Blocher, W. L	1
Board of Education Dayton	1
Board of EducationGrand Rapids, Mich	1
Brett, W. HCleveland, Ohio	1
Buffalo Library Buffalo, N. Y	2
Bureau of Education Washington, D. C	1
Bureau of Labor StatisticsSpringfield, Ill	1
Central LibrarySyracuse, N. Y	1
Chamber of Commerce Cincinnati, Ohio	1
Cincinnati College	1
Cincinnati Museum AssociationCincinnati, Ohio	1
Cobden Club	1
Conklin, W. JDayton	24 1
Crunden, F. MSt. Louis, Mo	. 1
Cunningham & SullivanDayton	2
Deaconess HospitalDayton	1
Drury, A. W Dayton	2
Enoch Pratt Free LibraryBaltimore, Md	1
Fire DepartmentDayton	1
Forbes Library Northampton, Mass	1
Free LibraryNewton, Mass	1
Friends, Society ofOhio	2
Gebhart, CharlesDayton	13 2
Gildehaus, CharlesSt. Louis, Mo	1
Green, S. S Worcester, Mass	2
Groneweg, H Dayton	1
Harvard UniversityCambridge, Mass	1
Health Officer District of Columbia	1
Hill, William PSt. Louis, Mo	1
Historical and Philosophical SocietyOhio	1
Indian Rights AssociationPhiladelphia	2
Jewett, Dr. H. S	27 4
Leffingwell, Albert Cambridge, Mass	1
Leland Stanford, Jr., UniversityPalo Alto, Cal	î
aviola commora, or, oniversity rate Aite, Oal	

		1	Pam-
Donors.		Vols. pl	hlets.
Library Commission			1
Macullar, Parker & Co		1	
Maimonides Library			1
Mercantile Library			1
Mercantile Library			2
Moorehead, Warren K			1
Museum of Fine Arts			1
National Civil Service Reform Lea			1
New England Hospital			1
New York Insurance Co	.New York City	1	
New York Society Library	.New York City		1
Newberry Library	.Chicago, Ill		2
Oberlin College Library	Oberlin, Ohio		1
Prison Commission	.Massachusetts	1	
Public Library	.Bangor, Me		1
Public Library			1
Public Library			1
Public Library			1
Public Library	C ,		1
Public Library			ī
Public Library			1
Public Library			ī
Public Library			1
Public Library			1
Public Library			1
Public Library			ī
Public Library			1
Public Library			2
Public Library			1
Public Library			
			1
Public Library		_	1
Reeve, J. C		3	
Root, A. S	.Oberlin, Ohio	_	1
Routzahn, E. G		1	1
St. Elizabeth Hospital			1
Secretary of State	.Ohio	9	

,		
n	T7 - 1 -	Pam-
Donor. Securities CompanyPhiladelphia	V 018.	phlets.
See, J. W	1	
	1	
Smithsonian Institute Washington, D. C		4
State Board of HealthMichigan	1	
State Board of HealthOhio		2
State Board of Lunacy and Charity. Massachusetts	1	
State Library Albany, New York	2	7
State LibraryColumbus, Ohio		1
State LibraryTrenton, N. J	1	
Stoddard, AsaDayton	129	
Superintendent of Documents Washington, D. C	175	42
United Brethren Publishing CoDayton	4	
Unknown		2
University of State of New YorkAlbany, N. Y	1	
Valentine, B. B Richmond, Va	2	
Volk-Zeitung Dayton	1	1
Water Works		1
Woman's Christian AssociationDayton		1
Woodward, Mrs. Mary C. SOsborn, Ohio	2	_
Yale UniversityNew Haven, Conn	_	1
Young Men's Christian Association. Dayton		10
Toung Mon Sourietian Association. Day ton		10
NEWSPAPERS.		
Herald	1	
Press	1	
Times and Evening News	2	
Volk-Zeitung	1	
ŭ		
Total	420	148
Withdrawn for binding		72
Net	420	76



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DAYTON PUBLIC LIBRARY AND MUSEUM,

Compliments of

Electra C. Doren,

Librarian.

Please exchange.



ANNUAL REPORT

OF THE

DAYTON PUBLIC LIBRARY AND MUSEUM

FOR THE PERIOD

SEPTEMBER 1, 1896, TO AUGUST 31, 1897



DAYTON, OHIO
PRESS OF UNITED BRETHERN PUBLISHING HOUSE

DAYTON PUBLIC LIBRARY AND MUSEUM BOARD.

Henry C. Marshall, President. W. J. Conklin, Vice-President.

FRANK CONOVER, Secretary.

ROBERT M. ALLEN.

S. W. DAVIES.

ALBERT KERN.

LIBRARY FORCE.

ELECTRA C. DOREN, Librarian.

ESTHER CRAWFORD, Head Cataloger.

MINTA I. DRYDEN, Accountant Assistant.

FREDERICK H. KOCH,

MINNIE E. ALTHOFF,

AUGUSTA L. MILLS,

CHARLES W. SELLMAN, Messenger.

A. P. FRAZIER, Janitor.

REPORT OF THE LIBRARY BOARD.

To the Board of Education:

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GENTLEMEN: We herewith submit to you the annual report of the Librarian of the Public Library for the year ending August 31, 1897. It presents a comprehensive statement of the work of the Library and Museum during the year, and of their steadily increasing usefulness to the public. Statistical tables, together with other supplementary matter, accompany the report, supplying important information concerning details in the administration and service of the various departments.

Respectfully submitted,

HENRY C. MARSHALL, W. J. CONKLIN, FRANK CONOVER, R. M. ALLEN, S. W. DAVIES, ALBERT KERN,

The Dayton Public Library and Museum Board.

REPORT OF THE LIBRARIAN.

To the Board of Directors of the Dayton Public Library and Museum.

GENTLEMEN: I have the honor to submit herewith the annual report of the Dayton Public Library and Museum for the year ending August 31, 1897, being my first as Librarian and the thirty-seventh in the history of the Library.

Detailed tables of statistics and special reports are appended as follows:

- 1. Tables of home and reference use of books, including the School Department.
- 2. *Classified accessions for 1896-97, with deductions for books lost, worn out, and unaccounted for.
 - 3. *Miscellaneous office, loan, and shelf work.
 - 4. Financial report: receipts and expenditures.
 - 5. List of donors to the Library.
 - 6. List of contributors to the Museum.
 - 7. *Special reports, Nos. 1-3, with appendixes.

The work of the Library in the past year, as it has been summarized in figures in the above-mentioned statistical tables and special reports, represents an advance upon that of previous years as to both the kind and the amount of use of the Library by the public, and in the new directions which it has taken in organization and methods.

HOME AND REFERENCE USE OF BOOKS.

The Library was open for reference use and circulation of books 279 days, covering the period of eleven months from September 1, 1896, to July 31, 1897. The total number of volumes issued for home use during that time was 112,304, or 71.1 per cent. of the total use made of the Library. Of these 14,754 volumes, or 13.1 per cent., were sent out from the School Department. In the Library, 45,644 books and periodicals were read.

^{*}Not to be printed.

The whole issue for reference and circulation during the eleven months that the Library was open was 157,948 volumes, being an increase over that of the preceding twelve months of 2,442 volumes, and exceeding that of any previous year's circulation for the same length of time.

Of books drawn for home use, 79 per cent. was from the classes of fiction and juvenile fiction, leaving for history, science, art, belles lettres, etc., a total of 21 per cent., this being a net gain over the previous year's circulation in these classes of 7.2 per cent. This gratifying increase may be attributed to a number of causes.

- 1. The Library Board, in exercising its function of book-buying, has endeavored, with the means at its disposal, to distribute the additions to various classes according to the demand and in proportion with the importance of each, supplying as far as possible the needs of teachers and students, while bearing in mind that a large per cent. of the clientage of the Library depends upon it for refreshment and entertainment from lighter literature. Of books added during the year, 11.1 per cent. were for the reference department, 42.1 per cent. for readers of fiction and juveniles, and 46.8 per cent. (or a ratio of more than two to one in proportion to the 21 per cent. of demand) of books of the more serious sort.
- 2. There has also been throughout the Library service an effort to meet the wants of the student class of patrons, and equally to draw the attention of the less studious to books of permanent value. Readers, by means of special cards, have been allowed access to the book-stack and the official catalogs, and the privilege of drawing a number of books at a time when they found anything bearing upon the lines of their research.

Bibliographical lists of books and magazine articles upon the subjects of the University Extension Lectures were prepared by members of the Training Class, and these books, comprising in all something like 850 volumes, were brought together as a special collection for the use of persons attending the course. A total of 939 volumes was also issued on University Extension tickets from the traveling libraries sent by the University of Chicago. Teachers from the High School had the privilege of bringing together similar collections for their classes.

3. The material thus gathered by students in special lines was fully announced to general readers, on the bulletin board. Book lists were posted and the books named were brought out into the Readers' Corner, where they could be examined at first hand. Here, also, where access to shelves was freely allowed, the latest purchases

and all the new books added during the year were given prominence, together with a select collection of a thousand volumes of old and new fiction.

4. To the circulation of books through the schools must be given the credit for reducing by several thousand volumes the issue of juvenile fiction from the main library.

During the vacation also, the School Department Library was active, being opened to children two days in the week. In a sunny room in the basement, the boys and girls who had accepted the invitation sent out in June through the schools to become members of the Library League, had, in addition to their privileges in the general Library, that of taking a book a week from this collection, which they could examine at the shelves.

READERS.

The total number of borrowers' cards registered to August 31, 1897, is 10,277, of which 2,266 were added during the year. Of these, 125 were for special students (6 books for seven days), 133 for teachers (10 books for 28 days), 116 from the School Department to teachers, and 492 to children of the Library League.

ACCESSIONS AND CURRENT MISCELLANEOUS WORK.

The total number of volumes on hand August 31, 1896, was 36,433. The total number of additions to the Library for the year September 1, 1896, to August 31, 1897, was 4,097 volumes, of which 317 were by gift, and 3,780 by purchase. Of the latter number 2,064 volumes were for the School Department.

The total number of volumes recorded to date of August 31, 1897, is 41,499; the total deductions to that date for volumes lost, worn out, discarded, or unaccounted for, equal 1,713 volumes, leaving the total volumes on hand 39,786.

The net increase to the Library for the year is 3,353 volumes.

There were, during the year, 809 volumes taken from the shelves as worn out; 1,036 volumes bound; 9,495 volumes repaired in the Library; 10,021 volumes collated and embossed; 33,165 labels and book-pockets inserted in books; 19,445 book-slips and borrowers' cards written; and 2,562 letters and notices sent out.

THE MUSEUM.

The Public Museum, now in its fifth year, is rapidly outgrowing its present accommodations. It has been visited, during the past months, by thousands of persons, many of whom are pupils in our

public schools, who return to it again and again with unabated interest and pleasure. Its value as an educational means is constantly being augmented by loans and gifts of scientific and historic value, and it is gaining recognition from teachers who frequently make visits to it with their entire classes. The list of contributors who have aided in the enterprise from its inception is appended to this report.

An innovation, which was greatly appreciated by a number of people, and which points the way to a larger opportunity, was tried last spring, in the exhibit of a collection of art photographs, about 10,000 in number, from the old masters and modern artists.

Such loan exhibitions of engravings, prints, photographs, special collections of water-colors, or traveling collections of paintings, are frequent in libraries of this size. For the lack, however, of a sum, trifling in comparison with the benefits which might be derived from such an expenditure, the room above the Museum, which might be adapted to this purpose and also to the enlargement of the Museum facilities, must now remain idle.

REORGANIZATION.

The new directions in which the work of the Library has made a beginning this year are:

- 1. The organization of its work into departments, and the introduction of methods adapted to the expansion of its usefulness as a public institution.
- 2. As an adequate foundation for the foregoing purpose, the opening of a library training class, in which systematic instruction in the details of library economy is given to applicants acceptable for position in the Library and to assistants already holding positions.
- 3. The continuation, under the direction of Miss Esther Crawford, of the Albany Library School, of the reclassification of the Library on the Decimal System and of the recataloging begun in 1895.
- 4. The establishment of a School Department, opened January 29, 1897, consisting of a carefully selected collection of over two thousand volumes of the choicest juvenile literature, which is distributed to the children for home use by means of libraries sent out to the public schools.
- 5. The adaptation and rearrangement of the interior of the Library building, so as to give readers direct access to the books, without sacrificing security or convenience in administration. The Library was closed during the month of August for this purpose.

The lines upon which the work in each of these directions is developing will be considered in the special reports under the following heads:

- 1. Report on Library service and Training Class, with schedules and appendixes.
 - 2. Report on Library records:

Cataloging and classification, including report of the Head Cataloger, tables and statistics.

Inventory and delinquents.

These, with the figures to support them, entering as they must into the details of the administration, would be tedious and out of place in a report of so general a character as this must necessarily be. It is, perhaps, enough to say in general that the reorganization of the Library upon advanced methods of work has fairly begun, and that on the technical and administrative side it cannot be said to be complete until the Decimal Classification and a double-entry charging system are in operation, and a dictionary card catalog to date is accessible to the public. By these means, and with the added facilities afforded to readers through access to the book-shelves, the Library will be a thoroughly intelligible and usable index to its own contents.

As the institution of a Training Class for library assistants is somewhat of an innovation on library management in general, and is also an index to the status of the service in the Dayton Library, the following excerpts quoted from the above mentioned special reports may be of interest to the general reader.

LIBRARY SERVICE AND TRAINING.

The work of this Library has been organized during the past year into the following departments:

- 1. General administration, including book selection and special reference work.
 - 2. Office, including accounts and order work.
 - 3. Catalog department and Training Class.
 - 4. Loan.

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5. Shelf department, including inventory, bindery accounts, book repair, and messenger work.

The grades of service have been classified as follows:

- 1. Chief Executive.
- 2. Head Cataloger.
- 3. Accountant Assistant, Catalog Assistant.
- 4. Medium clerical, including delinquents' accounts, inventory

and shelf list, accession entry and withdrawal, filing catalog cards, alphabeting for catalog, order, clerical, and copy work.

- 5. Minor clerical, including the charging and discharging of books, borrowers' records and accounts, filing of book-slips and borrowers' cards.
 - 6. Student or substitute assistant service.
- 7. Messenger service, including all of the mechanical work upon books, such as replacing them on the shelves, dusting, arranging, mending, collating, labeling, tagging, embossing, etc.

In order to raise the general standard of efficiency of the Library force and to introduce broader and more economical methods into the Library administration, the Board decided to establish under the direction of the Librarian a class for the systematic training of its assistants below the third grade and also of a staff of substitutes drawn from a large number of applicants for Library position.

The recommendations of the Librarian adopted by the Library Board, provided:

- 1. That this class should be chosen from the list of applicants then on file.
- 2. That no person after the period of probation (three months) should be allowed to enter the class for a term of less than the calendar year of the class, nor more than two such calendar years, and that during the period of instruction students should give one hour of service to the Library in return for each hour of class work, except in the case of the cataloging class, which should give three hours of service for one of class work.
- 3. That the students should furnish their own text-books and practice supplies in accordance with the required standard of the Library forms, and should hold themselves in readiness for substitute or extra service as the Board might require.
- 4. That the Board should furnish instruction, desk room, and appliances necessary for all departments of the work.
- 5. That appointment to the regular Library staff should be made preferably from the Training Class when the members had completed the required courses and in the order of merit (taking into consideration personal adaptability and class standing), unless, in the judgment of the Board and the Librarian, the necessities of the Library should demand the trained service of persons not members of such classes.
- 6. That substitute or extra service required in addition to compensatory service should, after three months' training, be paid for at the rate of ten cents per hour; after six months, fifteen cents;

after the first year, eighteen cents; and messenger service after three months, six cents.

The applicants whose names were on file were notified of the intention of the Board to institute a Library training class for assistants, and they were invited to consider the above conditions of entrance and appointment. As a result, twelve out of forty-seven persons applying were admitted for a probationary period for three months.

The class opened October 21, 1896, with a total enrolment, including the Library assistants, of seventeen persons, four of whom were High School students, who entered for messenger training only (three months). The course of instruction, planned to cover a period of two years of nine months each, included only such subjects and methods of library economy as were deemed germane to the present work of this Library and its contemplated reorganization. It was not designed to be a library school, its immediate function being the organization and future development of this Library alone, through the means available from local sources. When that shall have been in some degree accomplished, its purpose may be considered as fulfilled.

The subjects taught were as follows:

General instructions—Rules and regulations for borrowers.

Shelf care and inventory.

Library hand, script and print.

Note-taking and Library abbreviations.

Book routine—Preparation for shelves, order work, and preliminary accession.

Book numbers.

Application of D. C. to filing of trade miscellany.

Seminar -- Current events, book lists, and evaluation.

Loan work—Registration and charging system. Accounts.

Accession work-Account of withdrawals.

Accession work -- Entry of new books.

Bindery work—History, process, and accounts.

Alphabeting.

The calendar of instruction for the second year embraces lectures, including practical problems, in the use of reference books, review of the principles of accession work and their application to the reaccessioning of Fiction; the elements of the Decimal Classification and of dictionary cataloging.

The Training Class is conducted by the Librarian and Head Cataloger, who gave in the first year's course, a total of eighty-nine

lectures on the subjects named. Beginning with the most obvious and common things in the Library, such as shelf care, location and arrangement of the various classes upon the shelves, rules and regulations for borrowers, loan and messenger service, the instruction was arranged to follow exactly upon the lines and within the limits of the regular work of the Library, lecture and test practice-work always preceding experience in the performance of the real work, and being confined exclusively to the methods to be introduced in the reorganization of the Library itself. The codes of this work were developed and taught, and no instruction in comparative methods given except as used incidentally by way of illustrating the subject under consideration. The members of the class were required to take notes in good form as prescribed by a special course in that art.

Certificates for the successful completion of the first year's course were issued to the following persons: to assistants in the Library, Minnie E. Althoff, Fred H. Koch, Augusta L. Mills; to student assistants, Marian M. Doren, Ethel P. H. Hoskins, Matilda M. Light, Mary H. Bruen.

The total number of hours of service rendered to the Library by student assistants for the year was 7,261%, of which 1,507 were compensatory for instruction received, and 5,754% were for extra and substitute service paid for at the rates named above.

To have accomplished the regular work of the past year while replacing the older methods by new ones and at the same time extending the usefulness of the Library to the public schools and University Extension students, would, without the employment of trained assistants in addition to the present Library force, have been out of the question. To have done it with the inexperienced and untried help of persons never before connected with a library would have been equally impossible, had not instruction and administrative supervision of their duties been reduced to the system and regularity of class work, such as has been described.

The permanent results from the Training Class to the Library's working resources are threefold:

- 1. Those which bear directly on the attainments of members of the staff as more or less skilled and all-round workmen.
- 2. Those which relate to the systems and methods according to which the routine of the Library is to be performed. Under the latter may be classed such matters as changes in arrangement of the building, labor-saving devices of all kinds, and the briefer systems which have been introduced for keeping records and accounts.

3. A reserve force of trained persons, thoroughly conversant with the methods of this Library, from which it may draw substitute or extra help as required.

In respect to the improvement of the staff of workers: There was not, prior to the Training Class instruction of last year, any person on the staff below the grade of cataloger, at 33 cents per hour, who knew how to keep the records as above classed under medium clerical work. There are now three persons, one of whom receives 21 cents per hour, the other two each 18 cents, and who do it well. Heretofore but one person on the staff below cataloger's grade has been entrusted with records of minor clerical work. There are now, in addition to the three named above, two on the staff who meet the requirements for such work.

The two oldest messengers, now in their second year of the High School course, are taking up the Loan desk work (issuing and discharging books) and can next year be entrusted with some of the Loan records, or minor clerical work.

In respect to the second result, which has gone hand in hand with the development of the staff, namely, the organization of the library routine through methods and appliances, it is gratifying to be able to state that the same service is now effected for the users of the Library by the time equivalent of three persons which formerly required the full time of five assistants.

The equivalent of one assistant's time (now rendered by two persons) has been transferred from the Loan department to clerical work in the Catalog department where, within the year, the number of books added by gift and purchase has tripled that of previous years.

LIBRARY RECORDS, RECATALOGING, AND CLASSIFICATION.

There are certain essential records without which a public circulating library cannot conduct business.

They fall under three heads:

- 1. Those which classify and locate the book in a given place in the library, correlating it with the library's other contents.
 - 2. Those which relate to the distribution of books to borrowers.
- 3. Those which account for the book as library property, giving source, cost, etc., and which locate it by class arrangement.

The first and third classes of records, together with a succinct bibliographical description of each book whether new, duplicate, or to replace one worn out, are combined in the official and most comprehensive record of the Library, namely, the numerical record of accessions. A list of each of the records in the above classes follows under the head of Book Process. The system according to which such records are kept may be more or less cumbersome, or more or less valuable as a means of exploiting the Library's store of instruction and entertainment; or, in protecting from theft and carelessness the Library's property.

In our own case the system of records in use until this year was devised when the Library was one-fifth its present size and had oneeighth its present patronage. The more complete and accurate forms for such records, since developed through the discussion and systematic coöperation of librarians, were not then in existence. The old forms long since outgrown by the work of this Library have latterly, while greatly hampering the administration, added also greatly to the cost of it, in waste service for duplication of entries which, in the end, because not sufficiently explicit and not correlated with each other, did not serve the purpose of a thorough accounting system. The basis for the latter must be found primarily in the official record of accessions to the library, kept in numbered order and in the inventory or shelf list, which is a record kept by class number of the books as arranged on the shelves.

A clearly defined, logical system of classification by subjects, locating each book definitely by number, according to the character of its contents, with others of its kind, is something which this Library has never had. Nor has it shelf and accession lists which properly correlate.

The inconveniences and absurdities arising from the old method of shelving books by fixed location, led to the adoption of a more elastic system whereby books upon the same subject and related subjects stand in related order upon the shelves. To this end the Decimal Classification, subdivided by author numbers under class, was introduced in January, 1895, for all new accessions, and the materials for cataloging from that date were selected from the most approved forms for such work, with the intention of extending it, as opportunity allowed, to the old books. Since that time the classes of fiction and juvenile fiction have been rearranged and recataloged and shelf-listed in addition to the new books, making in all 13,575 volumes, for which the new records have been made. There remain, exclusive of public documents (5,031 volumes), 22,873 volumes to be classified before the public and the administration shall be able to reap the benefits of this system of shelf arrangement so indispensable to prompt and adequate service.

The cataloging code, now developing under the direction of Miss Crawford, will be a permanent acquisition to the Library's working resources. With the guidance thus afforded, the consistency of analytical entries and cross references will be better preserved, and it will be possible, after the training of this year is completed and the assistants know how to follow the directions recorded, to place much of the mechanical work of cataloging of new books in the hands of clerks who will work under the supervision of the head cataloger while she carries forward the classification.

BOOK PROCESS.

The following is a description of the process through which a Library book must pass from the book-dealer to the book-borrower.

The mending of books, the bindery accounts and the account of accessions withdrawn, the renewal of book-slips, tags, pockets, borrowers' cards, and other routine work of the Library, are not included in the following summary, nor is the care of serials, pamphlets, public documents, or of exchange and sale duplicates.

The processes for new books, whether duplicate, replaced, or for the first time added to the Library, are the same in all respects, unless books are of exactly the same edition. When this is the case, the cost for records in the catalog department is less, but that in the order department, where time is given to look up edition, is more.

The routine is as follows:

1. Accountant:

Agreeing book with order-book and bill.

Entering ownership marks upon the book and preliminary accession.

Entry upon shelf list for inventory (done in catalog department).

2. Mechanical preparation for shelves:

Collating and cutting.

Plating, tagging, inserting book-pocket.

Embossing three initial pages and plates, maps, etc.

- 3. Classification, including author number.
- 4. Accession entry.
- 5. Cataloging:

Looking up full names of authors.

Making main entry card in hektograph ink.

Entry of analysis of contents on back of main card.

Hektographing.

Distribution of card records received from duplicating main card, *i. e.*, shelf list, book-slip, and entries for the public catalogs.

Writing in headings on cards.

Writing cross references and contents.

Alphabeting.

Filing catalog cards.

Filing shelf-list cards.

The rate per volume at present in this Library for the foregoing routine varies from 41.1 minutes to 45 minutes each.

BORROWERS' RECORDS.

These are as follows:

- 1. Numerical record of borrowers' names and addresses.
- 2. Alphabetic index of borrowers' certificates each inscribed with guarantor's name and address.
 - 3. Alphabetic file of borrowers' cards not in use.
- 4. Numerical file of fourteen-day books in circulation, arranged under dates of issue.
 - 5. Same of delinquents.
- 6. Same (double entry) for all extra and special issues of books to teachers and students.
- 7. Alphabetic file of borrowers' cards having unpaid fines on them. Under present arrangements, the issue of 115 to 125 books an hour is the maximum limit for two clerks and a messenger. It involves the answering of all necessary inquiries (not reference work), finding the borrower's card, making two records (return and issue) for each book, and the handling of the total number at least three times. The former rate of issue was about seventy-five an hour for three people, and did not include delivery of books to the distributing shelves, as at present.

SUMMARY OF SPECIAL REPORTS.

In presenting to you the special reports on Library service and Library records I shall not enter upon an apology for bringing to your notice details of the internal administration of the Library, since they furnish the evidence necessary to point out the important fact that, although greater economy than ever before has been exercised, both in the book-buying and in the general administration, yet there is not and cannot arise from the present tax levy an income sufficient to meet the actual needs of the Library and Museum and the expectations of a public now fully awake to the things which

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may be supplied to it through the medium of such institutions. They are no longer regarded as mere adornments of the town. They are counted upon as working tools, and when at any point they fail as such and thereby disappoint student or artisan we may look for the objection of useless public expenditure or the reproach of extravagance in management. So long as it is evident that there is the steady effort toward enlargement and betterment, expenditure will be justified.

Economy, however, has its limits, and beyond a certain point induces a retrograde instead of a progressive movement. By diligent effort the work of the Library has been lifted this year into the channels of newer methods, but the reorganization is yet far from complete, and if allowed to slip back at this point both this labor and the outlay of funds already expended for it will result in little or nothing for the future.

Moreover, it must be borne in mind that a free public library which has been in existence for over half a century, and during that time has been in constant use among thousands of persons, requires also constant replenishing of stock through rebinding and replacing of old books and the duplication of new ones. That this has not been done in the past to a sufficient extent has been due to lack of funds, and an increased demand upon the part of the public must be met by an increase of means to be used for these purposes.

The School Library, which last year, within four months, circulated 13.1 per cent. of all the books issued, is still but half supplied to meet present demands of pupils and teachers. Twenty-five hundred additional volumes are needed at once in order adequately to equip its work. In many cities the custom of circulating pictures in schools and of lending them to the children to take home has been introduced. This would be an important and desirable adjunct to our own School Department.

Aside from these needs we are at an educational crisis, a renaissance, when the age demands and our city requires certain things which the intellectual competition of club, school, and business life has induced, and which the best libraries in the country recognize as the natural extension and accompaniment of their work.

In this connection it is needless to remind you of the projects which are already almost full grown in our thoughts, but which must await the increase of means before they can be executed. I refer to the extension and enlargement of the Museum to include a gallery for special exhibits, and to the establishment of public library delivery stations throughout the city. In respect to the for-

mer, the space of 70×80 feet above the Museum, hitherto useless, could, if properly finished, be turned into a beautiful room for pictures and curios, making the Museum doubly attractive and useful. Floor, skylights, and partitions between the iron beams would make the room available for over 2,000 square feet of picture space besides giving place for a number of new museum cases.

There ought also to be a definite fund set aside for adding to the Museum each year permanent acquisitions of scientific and historic interest and for bringing to it special loan collections of paintings, prints, pottery, and exhibits of industrial art. Here also might be displayed to advantage the annual exhibits of drawings from the public schools, and much could be done incidentally to foster a taste for art as well as to give opportunities of development to those having a natural bent in that direction. Upon the utilization of such means as these may depend the ultimate realization of the extension of the Library building so as properly to house a Museum of Natural History and the Fine Arts, the contents of each being so classified as to correlate them with those of the Library.

Another equally worthy object is the branch delivery station, which, in proportion to its cost, would probably be the most popular and openly appreciated movement that the Library could undertake. The area of the city is over ten square miles. Many persons now unable to get to the Library on account of lack of time and the cost of car-fare, or of added weariness after the day's work, would then have the pleasure and enlightenment from books from which circumstances now debar them.

It would seem a pity for any of these things, each so full of good to the people, to be lost to them for the lack of a small increase in our present appropriation.

As the Executive of this Board, I therefore ask that the advisability of requesting an addition to our present tax levy be taken into consideration by your honorable body, with a view to securing action in the matter at the ensuing session of the State Legislature.

Respectfully submitted,

ELECTRA C. DOREN, Librarian.

APPENDIX No. 1.—HOME AND REFERENCE USE OF BOOKS FOR YEAR ENDING AUGUST 31, 1897.

1896-97.	Дауз Ореп.	Fiction.	Juvenile Fiction.	Other Classes.	Total Home Use.	Сепета] Кебетевсе.	Current Periodicals.	Newspapers.	Total Reference Use.	ЛвтоТ Бивт
September October November Docember Pebruary Randary March Mayri	**************************************	6,000 6,000	1,889 2,228 2,228 2,286 1,980 1,512 1,512 1,512 1,028	1,178 1,737 1,737 1,736 1,736 1,251 1,251 1,107 1,107	8,511 10,114 9,536 10,134 10,136 11,66 11,091 11,161 8,220	2000 2000 2000 2000 2000 2000 2000 200	250 250 250 250 250 250 250 250 250 250	1,281 1,819 1,819 1,819 1,819 1,819 1,819 1,819 1,219 1,219 1,219	2,8,4,0,0,0,0,0,0,0,0,0,0,0,0,0,0,0,0,0,0	11,463 114,138 114,630 116,768 114,768 114,108 114,108 9,946 9,340 11,296 11,296
General Library totals	279	58,278	21,717	17,555	97,550	24,806	5,683	15,155	45,644	143,194
*School Department open for issue to teachers	149		1,787	5,552	12,489		***************************************		***************************************	
School Library totals			8,724 59.1	6,030	14,754					14,75
Grand total.	279	58,278	30,441	23,558	112,304				45,644	157,948

AVERAGE USE OF LIBRARY, EXCLUSIVE OF SCHOOL DEPARTMENT.

Average daily home use	Average monthly home use	Average daily reference use	Average monthly reference use	

*Statistics not kept by days.

APPENDIX No. 4.

FINANCIAL REPORT FOR THE YEAR ENDING AUGUST 31, 1897.

SUBMITTED BY MINTA I. DRYDEN, Accountant Assistant.

STATEMENT FROM THE GENERAL LEDGER OF	THE L	IBRA	ARY BOAT	RD.
$\it Receipts.$				
Balance on hand, August 31, 1896 Received from tax duplicate, December, 1896.	. ,		\$4 ,967	99
Received from tax duplicate, June, 1897	6,612	62	12,769	39
Total			\$17,737	38
$\pmb{E.cpenditures.}$				
Books and Periodicals	\$2,409	34		
Books bound and repaired	629	30		
Fuel and light	507	73		
Salaries, Librarian and Assistants	5,309	52		
Salary, Janitor	900	00		
Repairs	79	15		
Supplies and printing	508	76		
Firemen's Relief Fund	63	2 0		
Museum	355	23		
Sundries	861	7 8		
Total			\$11,624	01
Balance on hand, August 31, 1897			\$ 6,113	37

RECEIPTS AND EXPENDITURES OF MONEY COLLECTED IN LIBRARY FROM AUGUST 31, 1896, TO SEPTEMBER 1, 1897.

Receipts.

Balance on hand August 31, 1896. Fines. Catalogs. County registration. Lost books. Damaged books. Sundries.	1	75 25 25 90 60 44	\$ 956	96
Received during the year			318	19
Total			\$1,275	15
Expenditures.				
Books for School Department	\$857	85		
Express	20	74		
Postage	32	3 8		
Stationery	16	99		
Museum	16	18		
Sundries	169	49		
Expended during the year			\$1,113	63
Balance on hand			\$161	52

APPENDIX No. 5.

LIST OF DONORS TO THE PUBLIC LIBRARY, 1896–97.

BOOKS AND PAMPHLETS.

Donors.		Vols. Par	mph.
Arnold, J. O	. Dayton, Ohio	1	
Athenæum	. Providence, R. I		. 1
Corwin, Euphemia K	Albany, N. Y		1
Aguilar Free Library Ass'n	. N. Y. City		1
Balch, E. S	• • • • • • • • • • • • • • • • • • • •	2	
Barre, Mass	. Free Public Library	1	
Blocher, W. L	. Dayton, Ohio	1	
Boston, Mass			1
Boston, Mass	. Museum of Fine Arts		1
Boston, Mass	. Public Library	1	
Boston, Mass	. Public Library		1
Bridgeport, Conn	Public Library		1
Brooklyn, N. Y			1
Buffalo, N, Y	Library		1
Burns, Margaret		1	
Cambridge, Mass	Public Library		1
Carnegie Free Library	Allegheny, Pa		1
Chicago, Ill		1	
Chicago, Ill	Public Library		1
Cincinnati, Ohio	. Museum Association		1
Civil Service Reform League			2
Clarke, Robert	. Cincinnati, Ohio	1	
Cobden Club			1
Columbus, Ohio			1
Conklin, W. J	Dayton, Ohio	10	

Donors.		Vols.	Pamph.
Cooke, J. P	. Washington	1	
Dayton, Ohio			1
Dayton, Ohio			1
Dayton, Ohio		3	
Dayton, Ohio			1
Dayton, Ohio			1
Dayton, Ohio		1	
Dayton, Ohio			1
Dayton, Ohio			7
Detroit			1
Egleston, Thomas		1	
Enoch Pratt Free Library			1
Fletcher Free Library			1
Foerste, A. F		1	_
Forbes Library			1
Grand Rapids			1
Groneweg, H. R			1
Gunckel, Lewis B	. Dayton. Ohio		ī
Hayes, R. P	.Columbus. Ohio	1	_
Herald Office	Dayton, Ohio	1	
Incandescent Gas Light Co		1	
Indian Rights Association			1
Jersey City, N. J	.Free Public Library	1	1
Kentucky			2
Kohler, Mrs		1	
Lane Free Library		1	
Leland Stanford, Jun. University		1	
Los Angeles, Cal			1
McCormick, C. H			
Massachusetts			1
Massachusetts		1	•
Massachusetts		1	
Mercantile Library			1
Mercantile Library			1
Michigan			
Michigan			1
Minneapolis			1
Nat. Association Letter-Carriers			
New Jersey			
New York City			1
New York (State)			
	**		

Donors.	Vols.	Pamph.
New York (State)Library		1
Newark, N. J Free Public Library	. 1	1
New Haven, ConnFree Public Library		1
Newton, Mass Free Library		1
Ochiltree, J. C Dayton, Ohio		
OhioState Board of Charitie	s 1	2
Ohio	. 1	
Ohio		1
OhioDep't. of Inspection		
Ohio Labor Statistics	. 1	
OhioSanitary Bulletins		4
OhioState Library		. 1
Osterhout Free Library Wilkesbarre, Pa	. 1	
Parsons, J. R	. 1	
Philadelphia, Pa Fairmount Park Ass'n		3
Philadelphia, PaLibrary Company		1
Poughkeepsie, N. Y City Library		1
Pratt Institute Brooklyn, N. Y		1
Press Office		
Protestant Deaconess SocietyDayton, Ohio		1
Providence, R. IPublic Library	•	1
Reeve, J. C., Sr		
Reeve, J. C., Jr Dayton, Ohio		1
Saint Elizabeth Hospital Dayton, Ohio		1
Saint Louis, Mo Public Free Library		1
Saint Mary's InstituteDayton, Ohio		1
Saint Paul, MinnPublic Library		1
Salem, Mass Public Library		1
San Francisco, CalFree Public Library		1
Scientific American N. Y. City		
Scranton, PaPublic Library		1
Shuey, E. L Dayton, Ohio		1
Somerville, MassPublic Library		1
Sorg, PaulMiddletown, Ohio	. 2	
Sparks, W. E Dayton, Ohio		
Springfield, OhioPublic Library		1
Steele, W Dayton, Ohio		
Swansea, Mass		1
Syracuse, N. Y Central Library		1
Times and News Office		
U. B. Religious TelescopeDayton, Ohio	. 1	

Green, D. W. Gregory, Joseph Groneweg, Henry Gross, J. B. Gunckel, L. W. Hall, Harvey Hanitch, John Harris, Ben Hefling, T. J. Herbruck, Edward Holl, Henry Holler, David Huffman, Mrs. Torrence Hughes, Rev. J. R. Hughes, R. S. Hummel, F. Humphreys, C. H. Hunsaker, W. H. Huston, W. D. Jewett, H. S. Johnson, Daniel ' Kemp, D. C. Kenney, Oscar Kern, Albert Kiefaber, William Kimmel, F. Kline, W. M. Klopfer, Burt Klopfer, Joseph Knecht, G. W. Lackey, L. Lair, B. W. LaRue, George Levy, Corinne Lichliter, D. C. Lincoln, W. A. Lismann, Charlotte Lismann, Oliver Long, Wiley Lowe, Henry McClure, Robert

McCluskey, Anna

McDonald, Scott McNary, J. W. McReynolds, John McSherry, Mrs. D. E. Manning, W. H. Marlay, James Marshall, R. D. Matthews, E. P. Mayer, W. C. Miles, J. S. Mudge, A. E. Mull, John Myers, Mrs. G. C. Neiffer, Rev. J. G. Nettleton, C. B. Nichols, J. W. O'Connell, J. P. Ohmer, Nicholas Ohmer, W. I. Orem, Zacharia Owens, Mrs. Julia Patterson, S. J. Perry, C. S. Peters & Burns Peterson, S. F. Pflaum, George Phillips, Miss Sophia Pilate, George Powers, J. Prass, J. N. Pritz, W. H. Rall, Charles A. Reeve, J. C. Russell, John Rynearson, Edward Saimons, Thomas Sanborn, Mrs. Sarah Sauer, Bro. George Scheibenzuber, D. A. Seitner, B. F. Shonacker, J. E. Siebenthaler, S. W.

Sinks, Mrs. Slattery, John Smicht, John Smithsonian Institution Snediker, Homer Solomon, E. B. Speice, Odlin Stanley, Mrs. N. M. Stark & Weckesser Starkey, J. A. Starry, S. Steele, The Misses Steffen, Joseph Stevenson, W. T. Stout, Mrs. H. D. Swadener, Mrs. C. E. Sweger, Henry Teeter, Mrs. J. H. Thomas, Mrs A. E. Thomas, E. O. Thompson, Frank Thompson, Mrs. Frank Thresher, B. B.

Tobey, H. A. Van Sant, M. W. Vosskuehler, Miss Walker, G. L. Walters, Edith Walters, J. B. Ward, Mrs. Mac Warden, Ada Weakley, T. J. Weckesser, F. Werthner, W. B. West, Arthur White, John Wiesmantel, Lizzie Williamson, M. E. Wilson, A. N. Wilson, W. B. Winters, Mrs. J. H. Wolf, S. Wood, Mrs. T. J. Woodruff, H. D. Wuichet, Charles Young, L. B.

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GENERAL LIBRARY, UNIV. OF MICH. 18 DEC 1898



John Dayton Public Library and Museum

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ANNUAL REPORT

OF THE

DAYTON PUBLIC LIBRARY AND MUSEUM

FOR THE PERIOD

SEPTEMBER 1, 1897, TO AUGUST 31, 1898



DAYTON, OHIO
PRESS OF UNITED BRETHREN PUBLISHING HOUSE
1898

DAYTON PUBLIC LIBRARY AND MUSEUM BOARD.

W. J. CONKLIN, M.D., President.

S. W. DAVIES, Vice-President.

ALBERT KERN, Secretary.

ROBERT M. ALLEN.

E. L. SHUEY.

J. C. ELY.

LIBRARY FORCE.

Librarian - ELECTRA C. DOREN.

Head Cataloger - ESTHER CRAWFORD.

Accountant Assistant - MINTA I. DRYDEN.

Janitor -- AURELIUS P. FRAZIER.

Assistant Janitor - 2 John Broughton.

¹ Resigned May 17, 1898.

² Deceased.

REPORT OF

THE LIBRARY AND MUSEUM BOARD.

To the Board of Education:

The Trustees of the Dayton Public Library and Museum respectfully submit the following report for the year ending August 31, 1898:

The Board wishes to call especial attention to the enclosed most excellent report of the Librarian.

In it will be found a clear and concise record of the routine work of the year, as well as of the important changes in administration and management by which we hope to increase the efficiency of the service.

The overcrowding of the upper rooms compelled the fitting up and use of the basement for the shelving of books.

This contingency was not provided for in the original plan of the building, and at its dedication less than eleven years ago was scarcely considered a possibility.

The growth of both Library and Museum in accessions, as well as in the appreciation of the public, is most gratifying. The statement that the "number of volumes handled for the public use in the last year exceeds that of any previous one by 42,202 volumes," tells a story which needs no comment. It may, however, be truthfully taken as the forerunner of better things yet to come, and as a full justification of the radical changes recently made in the methods of the Library.

But it is a matter of no little concern that this splendid growth in popularity and usefulness is not met by a corresponding growth in the income of the Library. There are many fields of activity, some of which are referred to in the report of the Librarian, which the Board has been unable to enter for lack of funds.

But a still more serious condition confronts us now. With the unavoidable increase in the administrative and incidental expenses, the amount available in the future for the purchase of current books

must be materially reduced. This will be a step backward, which, we believe, the public will not and ought not patiently to tolerate. We would therefore ask your honorable body to join with us in the effort to secure an increase of one-tenth of a mill in the tax levy for Library and Museum purposes.

During the year notable changes have taken place in the membership of the Board. Mr. Frank Conover, after nearly seven years of faithful and efficient service, resigned March, 1898, having been appointed to a municipal office, the acceptance of which legally disqualified him for membership.

Mr. Henry C. Marshall, a member of the Board for ten years, and its presiding officer for six years, died April 9, 1898. The following "In Memoriam" sufficiently expresses our appreciation of his work, and our sorrow at his loss.

The vacancies were filled by the election of Mr. E. L. Shuey and Mr. J. C. Ely to serve for the unexpired terms.

W. J. CONKLIN, S. W. DAVIES, ALBERT KERN, R. M. ALLEN, E. L. SHUEY, J. C. ELY,

The Dayton Public Library and Museum Board.

In Memoriam.

HENRY C. MARSHALL.

HENRY C. MARSHALL, president of the Board of the Dayton Public Library and Museum, died at his residence in this city, April 9, 1898, after a brief illness—so brief that the report of his death came to us with startling suddenness.

Sketches of his life and work have already appeared in the public prints and in memorials of the various organizations to which he belonged, and it only remains for us to make record here of our high appreciation of him as a man, as a citizen, and as a co-worker in the Library Board for which, by taste and culture, he was so admirably fitted. Appointed a member of the Board in 1888, he acceptably served as its president for six years prior to his death. Thoroughly believing in the value of the Public Library as an educational force, he constantly and freely gave his best judgment to its welfare and advancement. His ripe and accurate scholarship, his wide acquaintance with classical literature, both ancient and modern, his remarkable memory, his unswerving integrity, and, above all, that exceeding kindness of heart which never wounded and which was the crowning trait of his character, made him a genial companion and a wise counselor. exceptionally modest and retiring disposition, many of the best phases of his character were only revealed to those fortunate enough to be admitted into the inner circle of his friends.

We will ever hold in grateful remembrance our close association with him as a member of this Board. Here, as wherever duty called him, in private or official life, his influence was unmistakably on the side of upright, honest, and honorable methods.

We extend or deepest sympathy to his sorrowing family. Out of respect to his memory the Library will be closed on Tuesday, April 12, 1898.

S. W. DAVIES, Chairman.

ALBERT KERN, Secretary.

REPORT OF THE LIBRARIAN.

To the Board of Directors of the Dayton Public Library and Museum.

GENTLEMEN: I have the honor to submit herewith the annual report of the Dayton Public Library and Museum for the fiscal year ending August 31, 1898, it being my second as Librarian, and the thirty-eighth in the history of the Library.

Detailed tables of statistics are appended as follows:

- 1. Tables of home and reference use of books, including the School Department, and South Park Delivery Station.
- 2. *Classified accessions 1897-98, with deductions for books worn out and withdrawn from the shelves.
 - 3. *Miscellaneous office, loan, and shelf work.
 - 4. *Report of the Catalog Department: Details.
 - 5. *Report of the Training Class.
 - 6. Financial report: receipts and expenditures.
 - 7. List of donors to the Library, 1897-98.
 - 8. List of contributors to the Museum, 1897-98.

The work of the Library during the year has followed the general lines laid down in the report of 1896-97. In addition to the usual circulation of books for home reading and the reference use made of the main library, the School Department and Training Class have been in operation during the year; a delivery station has been opened in South Park, and a number of important changes to the building have been made in order to accommodate the growing needs of the Library.

HOME AND REFERENCE USE OF BOOKS.

In spite of crowding in the arrangement of book cases and the serious drawback of having no complete system of classification of the books on the shelves, the number of volumes handled for the public use in the past year has exceeded that of any previous one by 42,202; while the †percentage of fiction and juvenile fiction issued

^{*}Not printed.

 $[\]dagger$ In 1877, the percentage of fiction and juvenile fiction issued was 75.5 per cent; in 1898, 74.5 per cent.

is the lowest recorded in the history of the Library. The circulation of current magazines, unrestricted access to the book shelves, both reference and circulating, and the distribution of books by means of the School Department libraries, have undoubtedly contributed to these results.

The Library was open 300 days during the year. The total number of volumes issued for home and reference use was 200,150. Of these, 125,124 volumes were for home reading, and 75,026 for consultation in the building. The increase of circulation over the preceding year is 12,924 volumes; of consultations, 29,382. The percentage of fiction issued was 49.5; of juvenile fiction, 25 per cent.; of classed books, 25.5 per cent., being an increase of the last named class of 4.5 per cent. over the reading of last year.

In the reference room 11,100 volumes of bound periodicals were consulted: 16,584 volumes being of strictly reference character, and 7,332 volumes from the circulating department; 15,488 current periodicals were read, and 24,189 newspapers.

The School Department, to which no additions have been made since its opening in January, 1896, distributed during the year 23,413 volumes to children in the public grammar schools, and 1,318 for vacation reading. In the twelve school months since its establishment the number of volumes circulated by this collection of 2,064 books was 38,167.

In February, 1898, the Library Board opened the first delivery station, locating it in South Park. This desirable extension of the Library was made practicable by Mr. John H. Patterson, and the National Cash Register Company, who assumed the entire expense of room, light, heat, fixtures and appliances, express charges for weekly delivery of books, and clerical attendance. All persons residing or doing business in the neighborhood, including children over ten years old, are invited to use the Library and Reading Room freely. Both are open daily, except Sunday, from 12, noon, until 9 P.M.

The number of Public Library books issued from the station for home reading, during the period of February 15 to August 31, was 857.

The National Cash Register Company's Library of seven hundred volumes and files of current periodicals are also open for the use of the public in the Reading Room at the sub-station, but not for withdrawal, except by the National Cash Register employees.

READERS.

As a basis for collection of overdue books, recent and correct information as to borrowers and their guarantors is a necessity. To

this end the re-registration and renewal of securities for all borrowers entered previous to October, 1896, was begun in January, 1898. There have been re-registered to date 7,074 borrowers, 251 of whom have special student cards, 168 teachers' cards, 145 School Department cards, and 658 Library League cards.

ACCESSIONS, BINDING, AND REPAIR.

The total number of volumes recorded August 31, 1898, is 43,734. The total number of volumes recorded as lost, worn out, and withdrawn from the shelves to date, is 2,208, leaving the net number of volumes to be accounted for by inventory, 41,586. The total accessions recorded for the year are 2,294, of which 1,883 volumes were added by purchase, and 411 volumes by gift. The percentage of accessions to fiction was 27; juvenile fiction, 5; classed books, 43.8; reference books and public documents, 24.2. The total withdrawals for books worn out during the year were 713. There were 1,312 volumes bound and repaired at the bindery; 10,095 mended in the library; plating, pocketing, and collating, amounted to 24,235 volumes; 7,953 book-slips and borrowers' cards were renewed; 1,736 letters and notices were sent out.

MUSEUM.

The Museum continues to be a popular resort for persons of all ages and classes on the afternoons of the week (Tuesday, Thursday, and Saturday) when it is open. It has been materially increased during the past year through gift and purchase, and is becoming proportionally crowded for space. The object of making it of permanent educational value has been constantly kept in view, and for that reason effort has been made to add series of exhibits illustrating development in biology, zoology, anthropology, and ethnology.

Among the more recent additions may be mentioned the purchase of a special collection of masks, skeletons, and models; a beetle collection, comprising 3,100 specimens, and a collection of 100 specimens of rare minerals.

Mrs. W. J. Conklin presented the Museum with a collection of pottery, fabrics, and household utensils, illustrating Mexican costumes and customs.

Two interesting historical souvenirs, compiled from data and materials gathered from the Dayton centennial celebration in May, 1896, were presented by the Centennial Committee, of which Mrs. T. J. Wood was president and Mrs. Hattie Gebhart, secretary.

TRAINING CLASS.

The course of elementary training for Library assistants, which was begun last year, reopened on the 28th of September, 1897, according to the schedule outlined in the annual report of 1896–97, with a class of three Library assistants and two student assistants, and continued until June 30, 1898. The course of instruction for the second year was confined to reference work, the elements of the Decimal classification, and of dictionary cataloging.

The course in reference work, comprising thirteen lectures, with practical problems illustrating the subject, was conducted by Mr. C. E. Wright*. Cataloging and Classification were given by Miss Esther Crawford†, the head cataloger, who devoted a total of 281 hours to class work exclusively. During the period of instruction 285 volumes were analyzed in the catalog class by the students, and 439 volumes were classified. In addition to imparting a knowledge of method and form for such work, distinct effort was made to cultivate in each assistant a definite standard of thoroughness, accuracy, and speed, although the rating upon these qualifications was deferred until a later time. The following persons attained the required standing in class work and examination:

Library Assistants — Mr. Frederick H. Koch, Miss Minnie E. Althoff.

Student Assistants—Miss Ethel P. H. Hoskins, Miss Matilda M. Light.

CATALOGING.

The reclassification of the Library and the analytical dictionary card catalog, begun in January, 1895, have been placed upon a sound basis for future development, with settled codes of rules and increased capacity and efficiency through clerical assistance to be drawn from the recent training class. The following is an abstract from the head cataloger's report.

The Catalog Department has been thoroughly organized and the following permanent ground laid since September, 1896:

- 1. The main lines and scope of the catalog laid out.
- 2. Codes of rules established by varying and annotating existing standard codes, or by adding original matter thereto.
 - (a) Cataloging.

Library School rules adapted to a dictionary catalog and the use of the hektograph.

^{*}Pratt Institute Library School.

[†] Albany Library School

- A. L. A. list of subject headings enlarged by subdivision, addition of new headings, and changes in headings given.
- Parallel to the foregoing compiled for events, persons, places, etc.
- Special lists of subheads compiled for Shakspere, Browning, Goethe, Dante, the Bible, and for countries and cities.
- Subject headings, imprint expressions, notes, etc., compiled for books in the French language added since January, 1895.

Same for books in the German language.

- (b) Hektograph code.
- (c) Classification, using the Decimal Classification.
- (d) Book numbers, using the Cutter-Sanborn tables.
- (e) Official abbreviations for use in the Dayton Public Library.
- 3. Scheme of record blanks devised for statistics of work done and the time involved.
- 4. Complete classified file opened and kept up to date for all official blanks, announcements, records, etc., of the Dayton Public Library.
- 5. All existing catalogs and shelf-lists of books cataloged since January, 1895, revised to agree forms of headings with the new codes established.
- 6. Former official card catalogs and lists reduced by combination or elimination from the large number required by the temporary conditions previous to reorganization to the smallest number consistent with correct data for inventory purposes.
- 7. Same for the public card catalogs, which now embrace the following separate lists:
 - (a) Author (all fiction).
 - (b) Author—subject (classed books since January, 1895).
 - (c) Titles and series (all fiction and the classed books since 1895) and subjects (fiction).
 - (d) General card catalog of classed books previous to 1895.
 (This will be discontinued as fast as the old books represented therein have been recataloged, and the cards entered in (b) above).
 - 8. New public catalogs opened as follows:
 - (a) French (all books since January, 1895).
 - (b) German (ditta).
 - (c) Titles, series, and fiction—subjects for books in the School Library (kept in the School Department in the basement). This is duplicated in the public catalog on the main floor.

- 9. Now official lists opened as follows:
- (a) Shelf-lists.

Museum collection.

Dayton collection.

School Library collection.

- (b) Continuations, i. e., a list of all serials in the Library whether alive or not, with the facts regarding changes in name, form, etc.
- (c) Incompletes, i. e., a list of all works subscribed for or ordered (not serials), which are still in process of publication, showing what volumes have arrived to date.
- (d) Author—number list, i. e., a list of authors, and the works of each in poetry, essays, etc., with the complete book number attached to each to prevent future errors in assigning book numbers. This includes also the biographies of eminent persons.
- (e) Removals for "canceled" books, i. e., cards removed from the public catalogs, representing books of which all copies are worn out, but usable again when such "wornouts" shall have been replaced.
- (f) Parallel A. L. A. list of subject headings. (See 2a above.)
- (g) Name list, i. e., a list of all names of persons, bodies, etc., appearing as authors, subjects of biography, criticism, etc., in the public catalog, showing the form of heading under which that person, body, etc., should be entered uniformly in all the library records, together with the statement of any other forms of name from which reference should be made, the checks showing that such references have been made in the various public catalogs, a list of authorities consulted in deciding upon the correct form, and a statement of variations in each case from the form accepted.

GENERAL SUMMARY.

The foregoing enumerations of details of the several departments of the Library's work during the past year does not include a number of important facts which bear upon the expansion of its usefulness and economy in its administration, both as to what has been done and what it is urgent should yet be accomplished in order to place the Library upon secure foundations for future development and response to the steadily growing social, industrial, and educational needs of the city.

The finishing of the basement, the re-arrangement of the Reference and Document rooms, and the opening of the book shelves to public access have been followed by rapid growth in several directions. The books heretofore overcrowded and standing in double rows on the shelves have been expanded into single rows and less crowded shelves. There are now 6,150 linear feet of shelving available and in use, all well lighted and easily accessible. The crowded condition of the first floor has been greatly relieved by the removal of patent reports and of reference books now out of date to the lower room and of the books of the Juvenile Department, to a pleasant, sunny room under the east wing of the book stack. Art and illustrated books of value, and a selected collection of medical works have been suitably shelved in closed cases in the room formerly used for the Patent records.

These arrangements, while adding to the comfort and convenience of the users of the Library, together with the new methods in the Loan Department, have greatly aided the Library force in carrying a larger amount of circulation and reference work than ever before without increase in the number of Library assistants. The public use of the Library for 1897–98 has been 26 per cent. in excess of that of any previous year. It is also significant that with access to shelves and circulation of school libraries the percentage of books issued other than fiction has risen from 13.8 per cent. to 25.5 per cent.

Without the extra work involved in the continuance of a training class, and with the increased power of the four assistants, who completed their course in June, it will be possible in the coming year to do an equal amount of work for the public, and at the same time to place in the catalog and accession department, assistance equivalent to the full time of two persons. The importance of this step will be seen when it is realized that up to this time the Head Cataloger has been retarded in the work of reclassifying and recataloging, from the fact that the entire routine and mechanical detail incident to the current cataloging has had to be performed by her, with only the assistance of untrained workers at irregular intervals.

For lack of the proper records, no inventory has been made this year. On this account, and because the present unclassified arrangement of books on the shelves is confusing, both to Library assistants and readers, it is an urgent necessity that the reclassification be completed as soon as possible.

During the year most of the exhibits in the Museum have been classified and labeled, but they have yet to be numbered and

entered upon a permanent record, which should be carefully indexed on cards, with statement of the location of each article.

In respect to book selection and the building of the Library to meet and sustain a proper interest on the side of industrial development of the city, it is extremely desirable to add to and to extend the collection of books in the department of mechanical and useful arts. Books of this character have a limited and special circulation, and, as a rule, are costly, so that with its means the Board has been unable to develop this department as fully as its importance would demand.

Respectfully submitted,

ELECTRA C. DOREN, Librarian.

APPENDIX NO. 1—HOME AND REFERENCE USE OF BOOKS FOR YEAR ENDING AUGUST 31, 1898.

1897.98. Days Open. Fiction.	September 20 3.588 1,079 October 26 5,609 1,575 November 26 5,609 1,575 January 27 5,740 1,724 January 26 5,740 1,724 March 27 5,839 1,600 April 27 5,814 1,556 April 25 5,015 1,334 June 26 4,522 1,133 August 27 4,522 1,134 August 27 5,117 1,400	General Library totals	South Park delivery station, February 407 113 15 to August 31, 1898	School Library totals	Grand total 61,974 31,292
Other Classes.	1,160 1,738 1,738 1,738 1,901 1,901 1,001 1,633 1,634	5 20,523	8 337 6 10,627 7 371	3 10,998 6 44	31,858
Total Home	8.922 9.736 9.736 9.736 9.747 7.788 7.747 8.747 8.747	99,536	23,413	24,741	125,124
Кеfетепсе Воокв.	25.25.25.25.25.25.25.25.25.25.25.25.25.2	16,584			
Circulating Books.	255 255 255 255 255 255 255 255 255 255	7,332		1111	
Pablic Documents.	440410 ± 882 ± 823 8	333			Ī
Serials, bound.	9848 9848 9841 1,423 1,423 1,336 972 6972 6850 8850 8850 8850 8850 8850 8850 8850	11,100			
Serials, Current.	1,256 1,527 1,527 1,526 1,556 1,156 1,166 1,179 1,179 1,179	15,488		-	
Newspapers,	1,252,252,253,156,156,252,156,1766,1766,1766,1766,1766,1766,1766,	24,189			
Total Refer- ence Use.	4,145 6,836 6,886 6,886 6,886 6,886 6,860 7,115 7,115	75,026			75,026
Grand Total.	10,072 15,891 16,673 16,176 16,176 13,761 12,580 12,851 12,606 13,974	174,562	867	24,731	200,150

AVERAGE USE OF LIBRARY, EXCLUSIVE OF SCHOOL DEPARTMENT AND SOUTH PARK DELIVERY.

Average daily home use Average monthly home use Average anouthly reference use Average anouthly reference use Average monthly reference use.

*Statistics not kept by days.

APPENDIX NO. 2.

FINANCIAL REPORT FOR THE YEAR ENDING AUGUST 31, 1898.

SUBMITTED BY

MINTA I. DRYDEN, Accountant Assistant.

STATEMENT FROM GENERAL LEDGER, YEAR ENDING AUGUST 31, 1898.

Receipts.

Balance on hand August 31, 1897	5,923		\$6,113	37
Received during the year			\$12,750	13
Total			\$18,863	50
Expenditures.				
Books and periodicals	\$2,376	05		
Books rebound	1,202			
Fuel and light.	487	05		
Salaries of Library force	4,943	62		
Salaries of janitors	1,157	53		
Repairs	241	66		
Supplies and printing	369	83		
Firemen's Relief Fund	66	43		
Museum	179	72		
Sundries	582	83		
Expended during the year			\$11,607	34
Balance			\$7,256	16

RECEIPTS AND EXPENDITURES OF MONEY COLLECTED IN LIBRARY FROM AUGUST 31, 1897, TO SEPTEMBER 1, 1898.

Receipts.

Balance on hand August 31, 1897. Fines. Catalogues. County registration. Lost books. Damaged books. Sundries.	10 2		\$ 161	52
Received during the year			\$295	16
Total			\$456	5 6
Expenditures.				
Books	\$3	33		
Express	32	18		
Postage	44	62		
Stationery	5	50		
Museum	23	27		
Sundries	172	7 3		
Expended during the year			\$281	63
Balance			\$175	05

CONTRBUTORS TO THE DAYTON PUBLIC MUSEUM, AUGUST 31, 1898.

[FOR LIST OF CONTRIBUTORS FROM BEGINNING, SEE ANNUAL REPORT OF 1896-97.]

Brady, William.

Carnell, H. D.

Carr, Louis F.

Conklin, Mrs. W. J.

Damuth, John.

Damuth, R.

Daniels, J. R.

Dieter, C. W.

Finley, J. W.

Groneweg, H. R.

Kern, Albert.

Kiernan, W.

Lehman, C. R.

Lonsdale, Mrs.

Mathews, Mills.

Moist, H. C.

Morehouse, E. B.

Mott, Alexander.

Old Guard Post.

Orr, P.

Peirce, Mary F.

Peirce, Virginia.

Prill, Mrs. C. G.

Richard, N. F.

Rueth, Henry.

Russam, Anton.

Satterthwait, B. A.

Stoecklein, William.

Thomas, C. A.

Walker, A. L.

LIST OF DONORS TO THE DAYTON PUBLIC LIBRARY, 1897–98.

Donors.		Vols. Par	nph.
Aguilar Free Library Ass'n N	I. Y. City		1
American Agriculturist Year Book.		1	-
American Museum Nat. History C	ent. Park. N. Y. City	-	1
Bangor, Maine P	Public Library.		î
Blocher, W. L	Dayton, Ohio	2	_
Boston, MassP	ublic Library.	_	4
Bowdoin College Library B	Brunswick. Maine.		ī
Brenner, J. LD	avton. Ohio	3	-
Bridgeport, Conn P	Public Library.	Ū	1
Bronson Library Fund W	Vaterbury, Conn :		ī
Brooklyn, N. YP	ublic Library.		ī
Bruen, Miss M. H	avton. Ohio	1	-
Buffalo, N. YP	ublic Library.	-	1
Cambridge, Mass P	ublic Library.		ī
Carnegie Library P	ittsburg, Pa		ī
Chicago University Cl	hicago. Ill	1	_
Chamber of Commerce	incinnati. Ohio	ī	
Cincinnati, Ohio M	luseum Association	_	1
Cleveland, Ohio P	ublic Library		ī
Columbia University N	ew York City	1	
Cornell UniversityIt		ī	
Daily Journal		ĩ	
Daily Times	avton. Ohio	$\bar{1}$	
Evening Herald	avton. Ohio	ï	
Evening NewsD	avton, Ohio	ī	
Volkszeitung	avton, Ohio	$\mathbf{\hat{2}}$	
Fletcher Free LibraryB	urlington, Vt		1
Forbes Library N	orthampton, Mass		1
Foerste, A. F	avton, Ohio'	1	
Gilmore, W. E		1	
Gilmore, W. E	hiladelphia	1	
Gloversville, N. YFr	ree Library		1
Grand RapidsP	ublic Library	2	1
Hamilton, OhioP	ublic Library		1
Hartford, Conn	ublic Library		1
Harvard UniversityCa	ambridge	2	
Haxen, H. ABo	oston, Mass	1	
Jenkins, F. C W	Vashington, D. C	1	
*	0 ,		

Donors.		Vols. Po	mph.
Jersey City, N. J	.Free Public Library		1
Jewett, Dr. H. S	. Dayton, Ohio	8	_
John Crerar Library	.Chicago, Ill	_	1
Knaub, J. W	.Columbus, O	1	_
Le Fever, E	. Dayton. O	9	
Le Fever, E	. Newark, N. J	_	1
Library Record	.Jersey City		1
Lindemuth, J. R	. Dayton, Ohio	1	
Los Angeles, Cal	. Girl's Collegiate School		1
Mansfield, Ohio	. Memorial Lib. Ass'n		1
Massachusetts	. Commiss'n'r of Prisons	1	
Massachusetts	St. B'd Lun. & Charity	1	
Medford, Mass			1
Mercantile Library	. New York City		1
Mercantile Library	.St. Louis		1
Miami University	Oxford, Ohio		1
Milwaukee	. Public Library		1
Monetary Commission	. Indianapolis Čonven	1	
Monmouth, Ill	Warren Co. Library		1
Monnett, F. S	.Columbus, Ohio	1	
Needer, G. H	. Dayton, Ohio	34	
Negley, Mrs. P. A	. Dayton, Ohio	114	
Newberry Library	.Chicago, Ill	,	1
New Haven, Conn	Free Public Library		1
Newton, Mass	Free Library		1
New York City	Harlem Library		1
New York City	Public Library		ī
New York State	.Commissioner of Labor	1	_
New York State		_	1
New York State		1	
Oberlin College		_	1
Ohio	Attorney-General		ī
Ohio		1	
Ohio.		ī	
Ohio.		_	1
Omaha, Neb	Public Library.		1
Parsons. J. R	Chicago	1	
Peirce, W. F	Gambier, Ohio	1	
Pennsylvania R. R. Co	.Philadelphia	1	
Philadelphia	. Fairmount Park Ass'n.		1
Philadelphia	. Free Library		1
Polytechnic Society of Kentucky.	.Louisville		1
Poughkeepsie, N. Y	.City Library		1
Pratt Institute	.Brooklyn		1
Protestant Deaconess Hospital	. Dayton, Ohio		1
Providence, R. I	.Public Library		1
Randall, E. O	.Columbus, Ohio	1	
Reeve, Dr. J. C., Sr	. Dayton, Ohio	4	
Richards, C. R	. Columbia University		1
Sage, H. W	. Chicago	1	
0 /	• •		

Donors.	Vols. P	amph.
St. Elizabeth HospitalDayton, Ohio		1
St. Louis Museum of Fine Arts		ī
St. Mary's Institute Dayton, Ohio		ī
St. Paul, MinnPublic Library		ā
Salem, MassPublic Library		ā
San FranciscoPublic Library		ñ
Scranton, PaPublic Library		ā
Seattle, WashPublic Library Dep't		ī
Sheldon, W. L St. Louis	1	_
Smithsonian Institution Washington	ī	
Somerville, MassPublic Library	_	. 1
Springfield, OhioWarder Public Library		ā
Superintendent of Documents Washington	185	_
Surface, Mrs. Grace	1	
Syracuse, N. Y Central Library		1
Thwaites, R. G Madison, Wis		1
United Brethren	1	
United States Patent Office	1	
University of PennsylvaniaPhiladelphia		1
Unknown	4	
Venn, Theo	1	
Commissioner of Education Washington, D. C	2	
Washington, D. CLibrary Association		1
Weston, Mrs. Ina Dayton, Ohio	1	
Western Reserve UniversityCleveland, Ohio		1
Winthrop, R. CBoston, Mass	1	
Wisconsin State Board of Control.	2	
Woman's Literary Club Dayton, Ohio		1
Worcester, MassFree Public Library		1
	411	69





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GENERAL LIBRARY, UNIV. OF MICH. NOV 27 1899

Public Library and Museum

Dayton, Dhio



DAYTON PUBLIC LIBRARY.

THIRTY-NINTH ANNUAL REPORT

OF THE

PUBLIC LIBRARY MUSEUM

OF

DAYTON, OHIO

FOR THE PERIOD SEPTEMBER 1, 1898, TO AUGUST 31, 1899

WITH AN HISTORICAL SUMMARY

1805-1899

DAYTON, OHIO
PRESS OF UNITED BRETHERN PUBLISHING HOUSE
1899

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BOARD OF DIRECTORS OF THE DAYTON PUBLIC LIBRARY AND MUSEUM.

Meetings Fortnightly, on Tuesdays, at 8:00 P.M.

MEMBERS.

W. J. CONKLIN, President.

S. W. DAVIES, Vice-President.

ALBERT KERN, Secretary.

R. M. ALLEN.

E. L. SHUEY.

J. C. ELY.

STANDING COMMITTEES, 1899-1900.

Finance -- ALLEN, DAVIES, KERN.

Museum — Conklin, Allen, Kern.

School and Branch Libraries-SHUEY, ALLEN, ELY.

Books and Periodicals, Binding and Replacing - DAVIES, SHUEY, ELY.

Repairs and Supplies - ELY, DAVIES, ALLEN.

LIBRARY FORCE.

ELECTRA COLLINS DOREN, Librarian.

Head Cataloger - ESTHER CRAWFORD.

Accountant Assistant - MINTA I. DRYDEN.

Library Assistants—Frederick Koch, Minnie E. Althoff, Ethel P. H. Hoskins, Matilda M. Light.

Bindery Assistant—'ALICE CLEVENGER, EDITH OTTER.

² Messengers — Senior : Robert Sullivan, John McCandless; Junior: WILLIAM RUEGER, JOSEPH KIMMEL, HARRY CAMPION.

Janitor - A. P. FRAZIER. Assistant Janitor-EDWARD HARVEY.

LIBRARY HOURS.

Library opens, 8:00 A.M.; closes, 7:30 P.M.; Saturdays, 8:30 P.M. Closed on Sundays and legal holidays.

Museum open on Tuesdays, Thursdays, and Saturdays only, from 1:00 P.M. to 5:00 P.M.

Resigned May 31, 1899.
 The aggregate messenger service rendered daily equals ten hours.

REPORT OF THE BOARD OF DIRECTORS.

To the Board of Education:

The Trustees of the Dayton Public Library and Museum herewith submit to you the annual report of the Librarian for the year ending August 31, 1899. In it will be found a concise statement of the present condition and immediate needs of the Library and Museum, together with a summary of the routine work of the year.

The growth of the Library in effectiveness and usefulness, as well as in the appreciation of the public, is satisfactorily shown in the appended statistical tables.

The report of the accountant gives a tabulated statement of the receipts and expenditures. Considerable expense has been entailed during the year in making changes and betterments in the interior of the building, necessitated not only by the growth of the Library, but for securing a better and more economical administration and for improving the sanitary condition of the building.

The historical summary, compiled by the Librarian and printed in this report, renders accessible the data for tracing the origin and development of the Library and Museum, the former of which has been, for almost the whole of the century now hastening to its end, an important factor in shaping the intellectual life of the city.

W. J. Conklin, *President*.

S. W. DAVIES, Vice-President.
ALBERT KERN, Secretary.
R. M. ALLEN.

E. L. SHUEY. J. C. ELY.

REPORT OF THE LIBRARIAN.

To the Board of Directors of the Dayton Public Library and Museum:

GENTLEMEN: I have the honor to submit my annual report for the fiscal year ending August 31, 1899, it being the thirty-ninth in the history of the library. The statistical tables and reports submitted are as follows:

- 1. Tables of home and reference use of books.
- 2. Classified accessions for the year with deductions for books lost and worn out.
 - 3. Miscellaneous office, loan and shelf work.
 - 4. Report of the Catalog Department: details.
 - 5. Financial report: receipts and expenditures.
 - 6. List of donors to the Library, 1898-99.
 - 7. List of contributors to the Museum, 1898-99.

Tables 1 to 4, inclusive, are summarized in the general report of the year's work and are therefore not published.

An historical summary, comprising a brief history of the Library from 1853 to 1887 and the legislation relating thereto from 1887 to the present, is appended. A list of members who have served on the Library Board and also of employes under the Board is given. A tabular statement of the work, growth and cost of maintenance of the Library, compiled from the official records for the whole period covered by the administration of the Library Board from April 23, 1887, to August 31, 1899, inclusive, is also added.

We would also call especial attention to a curious and interesting relic of the first Library in Dayton, opened two years after the town was incorporated, the "Constitution of the Social Library Society of Dayton" (1805–35), which is reprinted in full as an appendix to the Historical Summary.

THE YEAR'S WORK.

¹ Circulation.—The Library was open to the public 306 days during the year. The total issue of books for home reading was

¹Home Use:
Main Library—Fict., 61,105 vols. (57.1*); juv. fict., 18,818 (17.6*); other classes, 27,058 (25.3*).
South Park—Fict., 1,518 vols. (61*); juv. fict., 303 (12*); other classes, 655 (27*). School Library—Juv. fict., 8,973 (47*); other classes, 10,243 (53*).

128,673 volumes, being an average daily home use of 420 volumes. Of these 83.1 per cent. were taken from the main library, 15 per cent. from the School Department, and 1.9 per cent. from the South Park Delivery Station.

The total per cent. of fiction read was 49; juvenile fiction, 21 per cent.; other classes, 30 per cent. The gain in the reading of other classes than fiction over last year is 4.5 per cent. The total gain of the last three years in this respect amounts to 16.2 per cent., there having been but 13.8 per cent. of classed books read during 1895–96.

¹Reference Use.—The number of books and periodicals read at the reference tables during the year was 80,885. Under present conditions of access to shelves an accurate report of this branch of the work can hardly be made. The daily and hourly turn-over of books at the shelves, reading in the alcoves, and use of the same books by different persons before they are gathered from the tables by messengers do not enter into the above account. The whole Library has become a reading-room, and is more continuously used at all hours of the day than ever before. A conservative estimate of the actual reading use of the books, exclusive of turn-over at the shelves, would place it considerably over 100,000 volumes.

A number of special reading lists have been prepared and duplicated by hektograph for the convenience of members of clubs and general students. If there were the funds with which to publish a periodical library bulletin, these are of a character to be included, as experience shows that they are useful to many persons not connected with the clubs for whose convenience the lists were originally compiled.

Readers.—The total number of readers enrolled since September, 1896, is 9,329. The renewal of borrowers' securities now occurs for each reader at the expiration of two years from the date of issue of his card. By this means the re-registration is gradual and does not interrupt the ordinary routine of work or cause annoyance to the card-holders. Three hundred old cards have been taken up since September 1; 2,759 new cards have been issued, besides 866 special cards for students and teachers. Delinquent borrowers have been followed with promptness and persistence. One hundred and sixty-seven visits have been

**REFREENCE USE:

**Main Library-Ref. books, 15,957 vols. (19.7%); circ. books, 20,340 vols. (25.1%);

pub doc., 548 vols. (.7%); serials bound, 11,891 vols. (14.7%); serials current,

15,830 19.6%).

made for the recovery of books, 51 books have been recovered, 8 lost books have been paid for, and 2 books are still unrecovered.

The double entry charging system put into operation at the beginning of the year has proved to be an excellent check upon carelessness, as well as a more of cient accounting system.

Accessions.—The total number of volumes recorded to date, August 31, 1899, is 46,530. The total volumes recorded as lost, worn out, and withdrawn to date is 2,482, of which 274 were discarded this year. The net number of volumes to be accounted for by inventory is 44,048.

The total accessions to the Library for the year were 2,736 volumes, of which 2,458 were added by purchase and 278 by gift. The percentage of accessions to fiction and juvenile fiction is 29.5; classed books, 46.6; reference books and public documents, 23.9 per cent.

Binding and repairs.—For the first time for a number of years the binding is complete to date. There were 943 volumes bound during the year, including rebinding of 75 volumes of old news-A systematic effort has been made to keep the books on the shelves in fair condition. In addition to current repair work from daily inspection of books returned by borrowers the shelves have been searched for books with broken backs, loose leaves, torn covers, worn titles, etc., and repaired. A bindery assistant with some years of experience has been employed to do this work; 14,184 volumes have been mended. A large percentage of rebinding has been saved by resewing books into old covers; or, when necessary and feasible, new cases have been made and the books are sewed in on drilling or super. Several hundred volumes, standing on the shelves in paper covers, have been bound in this way. In all, casework has been done for 1,785 books and magazines. About one thousand pictures and bookcover designs have been mounted on boards for circulation in the schools and to study-clubs.

The mechanical work on preparation of new books, such as collating, labelling, embossing, etc., is done by messengers, and has amounted during the year to 21,421 items.

Six thousand nine hundred and sixty-one borrowers' cards and book slips have been re-written; 1,578 letters and notices were sent out.

Building, Shelving, Etc.—Further fitting and finishing of the building for the necessary accommodation of the Library's growth

in books and for the greater convenience of both the public and employés has been found a necessity. The rate of increase in accessions has been, in the past three years, double that of previous ones, so that the question of room for shelving is beginning to be a problem. This year all available wall space in the three reading-rooms, school library, and document rooms has been used for new shelving. At the present rate of increase in books, the library will soon be overcrowded and new adjustments will have to be made. The Medical Department has been removed from the book-stack to the document room in the basement, and all bound periodicals and reference books, except those belonging to the Catalog Department, have been brought together in the reading and reference rooms, convenient to the user's hand.

A lavatory has been arranged for the employés, and toilet rooms have been provided for the public.

The school-library delivery-cases, ninety-nine in number, have been repaired and the cabinet of the old card-catalog remodeled, so that it can now be placed with the new one for public use.

In all of this work, in the painting of walls and in repairs to furnishings and fixtures, the janitors have rendered excellent service.

MUSEUM.

The Museum continues to grow in interest and popularity. Mrs. H. E. Doberck has contributed a number of interesting articles of Chinese manufacture. Among the collections recently added are two cases of valuable Chinese and Japanese curios, loaned by the Misses McDaniel, and a collection of birds' eggs, comprising two hundred different varieties and forty-two nests, given by Mr. T. A. Bonser.

THE CATALOG DEPARTMENT.

The work of the Catalog Department has been successfully carried forward under the supervision of the Head Cataloger.

The accession work has been transferred to this department.

All work which by its nature or importance has made it feasible has been inspected upon completion.

The total number of volumes upon which full record work has been done, *i. e.*, accessioning, shelf-listing, classification, and cataloging, was 3,279, represented in the official and public catalogs by 21,276 cards. The number of volumes cataloged is a net excess of 821 over the number purchased, and to that extent

represents a gain upon the work of reclassifying and recataloging.

The extensions of the catalog are as follows:

(1) The additions to the medical library are to be represented in the catalogs by temporary author and shelf-list cards only, marked "Med," until future time permits them to be properly classified and cataloged. (2) All books of the general circulating department which are too morbid, suggestive or positively immoral for indiscriminate use through open shelves have been brought into one "Restricted" collection, circulating only by permission of the Librarian. The collection has been reclassified and recataloged with the mark of restriction attached to each book and all its catalog records. (3) For all juvenile books handled in this department since November 22, 1898, a duplicate catalog has been made for the Children's Room, consisting of a copy of each main author card, any adapted author, all titles and such series as require a connected order of reading. The catalog is arranged in a single alphabet and only awaits a case to be put into use. This duplicate catalog will be completed for the juvenile books prior to November, 1898, as future time may permit.

In addition to the foregoing, much necessary miscellaneous work has been accomplished, such as the filing and inspection of cards, and bringing up of work left over from former years.

The Medical Department, exclusive of medical biography and popular treatises on physiology, hygiene, and anatomy, has been brought together in a separate collection, and a typewritten check-list made for use until full catalog work can be done.

The old card-catalog, complete to January, 1895, and comprising 73,000 cards, was made available for public use by the remodeling of the cabinet in which it stands. This involved, also, punching all the cards, stringing them on brass rods, and inspection of the alphabetic arrangement, inserting guides, labeling drawers, etc.

The efficiency of the public card-catalogs has further been increased by placing them in a conspicuous position at the entrance of the main lobby, where readers have ready access to them and are speedily learning the value of the privilege.

The new card-catalog (from January, 1895), in which more specific and minute analysis of the contents of books, as well as more careful choice in subject headings have been attempted, is proving especially serviceable to students, and fully justifies the hopes of its projectors. Recent experience in the use of general reference

lists, compiled with much care and some attempt at grouping of matter, distinctly points out the fact that the needs of the reader of to-day, who must do some research work, cannot be satisfied from any mere list of titles brought together under a general heading, supposedly descriptive and inclusive. Such work scarcely approaches a solution of the problem of research and, in the end, calls for revision, or to be wholly superseded by closer analysis and annotation of books and more specific headings for the guidance of the searcher. The bulk of printed matter to be examined and the character of the inquiries which arise demand it.

CONCLUSION.

An examination of the table of comparisons, appended hereto, shows that, in the mere matter of the bulk of its work, the Library under the present system (1896-99) has accomplished 54 per cent. more work at 20 per cent. less cost than it would have required to do the same amount of work in the same length of time under the former system (1887-96). This increase in efficiency indicates that economic organization and systematic and definite training of assistants rather than the chance "picking up" of the work or "growing into it" by them, has a distinctly practical bearing.

The closer organization of the working force, in order not to have mechanical routine performed at the rate paid for higher clerical work, has been a needed improvement which has been introduced by the employment and training of High School boys as messengers. The training of assistants in each department of work, clerical, as well as other routine, has contributed over one-half to the effectiveness of the administration.

The table of comparisons No. 2, for the three years from 1896-99, also develops the interesting fact that, while the population increased 8 per cent., the work accomplished by the Library in this period increased 80 per cent., or as 10 to 1, whereas the increase in the preceding nine years in population was 40 per cent., and the increase in work accomplished by the Library was 60 per cent., or only as 1½ to 1. With a net increase of 80 per cent. in the number of volumes and public use of the Library, and but one additional assistant, headway in the classification has been an impossibility. The need of the classification and inventory remains a pressing necessity which cannot be met until sufficient help is provided for the purpose.

The annual report of the Library would not be complete without some mention of the pleasure and profit realized from the meeting of the Ohio Library Association, whose fourth annual session was held in Dayton, October 13 and 14, 1898. The citizens joined cordially with the Library Board and staff in receiving the visiting librarians and trustees. An open meeting, held at the Library building, was largely attended by the general public, as well as by librarians and teachers, for whom the program had especial significance. The addresses of the evening relating to children's reading and school libraries were a fitting celebration of the opening of the Children's Room.

In taking a final survey of the workings of the past year, it is a pleasure to the Librarian to have this opportunity of commending the earnest and harmonious spirit with which the members of the force have carried forward their work, and especially to recognize the faithful coöperation of Miss Dryden. In May, Miss Alice Clevenger, who had rendered efficient service as bindery assistant, resigned to be married, taking with her the good wishes of the many friends whom she had made both on the Library force and with the public. Miss Edith Otter was appointed to fill the vacancy.

To Miss Crawford, the head cataloger, is due especial credit for the energy and ability with which she has organized and conducted the work of her department, not less than for the scholarly insight, scientific method, and high degree of technical skill evinced in executing the lines laid out for the new catalog, now proving an efficient aid to readers.

On behalf of herself and the staff, the Librarian would also acknowledge the thoughtful consideration and support of the Board in the general work of the Library, and the generosity with which they have given their time and counsel to make of it an increasingly useful and creditable institution to the city of Dayton.

Respectfully submitted,

ELECTRA C. DOREN.

SEPTEMBER 19, 1899.

TABLE OF COMPARISONS.

TABLE No. 1.

1		1 WORK	UPON	COST O	F WORK.
Year.	Population.	Books Added.	Books Used.	Salaries.]
1898-99 1887-88	90,000 59,000	2,736 1,069	209,558 74,822	285,202 94 2,534 18	
Increase.	31,000	1,667	134,736	\$2,668 76	12% Years.
Increase %	52≸	156≉	180%	105≸	
Net increase 52≴	168%		105%	} .	
1895-96 1887-88	83,000 59,000	1,216 1,069	155,506 74,822	\$1,294 18 2,534 18]
Increase.	24,000	- 147	80,684	\$1,760 00	
Increase %	40≉	13%	107≴	69%	9½ Years.
Net increase	40≯	60) %	69%	J
Net increase of 1896-99 over 1887-96	125	. 10	8≉	84%	3 Years.

¹These conclusions are based only upon the number of volumes dealt with, and do not take into account the greater thoroughness and better form of work.

The above table, interpreted, discloses the fact that under the new system the amount of work accomplished has been 54% greater, and has cost 20% less than would have been the case had this amount of work been done in the same length of time (i. e., in three years) under the old system.

Table No. 2.

Increase of the Library work upon itself, 1896-99:

Year.	Population.	Books Added.	Books Used.	Salaries.]
1898-99 1895-96	90,000 83,000	2,736 1,216	209,558 155,506	3\$5,202 94 4,294 18	
Increase.	7,000	1,520	54,052	\$908 76	3 Years.
Increase %	8#	125%	35,≶	21%	
Net increase	8,6	80	1%	21%	!

³ See (²) note above.

² Bindery Assistant's salary charged to binding.

FINANCIAL REPORT

STATEMENT FROM GENERAL LEDGER.

Year ending August 31, 1899.

Receipts.

Balance on hand August 31, 1898 Received from tax duplicate of December,	•			
1898	6,610	27		
Total		_	\$13,866	43
Expenditures.				
Books and periodicals	\$2,949	31		
Books rebound	606	64		
Fuel and light	429	33		
Salaries, library force and binder	5,508	94		
Salaries, care of building and museum	1,233	33		
Betterments and repairs	453	53		
Supplies and printing	433	63		
Firemen's relief fund	34	08		
Museum	288	90		
Furniture and fixtures	186	64		
Sundries	63	65		
Total			\$12,187	98
2000				_
Balance			\$1,67 8	45
Receipts and Expenditures of Money collected in I 31, 1898.	ibrary, ?	Year	ending Aug	rust
Balance on hand August 31, 1898 Received during the year	\$175 392			
Total			\$ 567	80
Expenditures.				
Expended during the year			\$336	84
Balance			\$230	96

Respectfully submitted,

MINTA I. DRYDEN, Accountant Assistant.

CONTRIBUTORS TO THE MUSEUM.

(September 1, 1898, to August 31, 1899.)

Bonser, Thomas A.

Booher, Warren.

Bornstein, Moses.

Brown, J. P.

Campbell, Laura H.

Carnell, H. D.

Conklin, Mrs. W. J.

Comley, William F.

Cotterill, Mrs. J. H.

Craighead, C. H.

Dalton, Henry.

Doberck, Mrs. H. E.

Ennes, Martin.

Evans, Samuel T.

Frazier, A. P.

Gilbert, Mrs.

Githens, Herbert.

Green, L. W.

Jewett, Dr. H. S.

Kern, Albert.

Landis, S. A.

Lehman, C. R.

Long, Ruth.

Lowe Bros.

McCloskey, Anna.

McDaniel, The Misses.

Mead, C. D.

Morehead, E. B.

Mott, Alexander.

O'Connell, J. P.

Orf, John L.

Pritz, W. H.

Sanderson, Fred.

Scheibenzuber, Dr.

Scott, C. C. and C. R

Shroyer, Mrs. Ziba.

Spurgeon, Harry.

Stein, John.

Urmey, G. W.

Weakley, T. J.

Werthner, W. B.

Wilder, E. A.

DONORS TO THE LIBRARY.

(From September 1, 1898, to August 31, 1899.)	_	
	Pam- phlets.	Vols
Aguilar Free Public Library New York (City)	. 1	
Amherst College Amherst, Mass	. 1	
Antioch College Yellow Springs, Ohio	. 2	
Bangor, MePublic Library	. 1	
Boston, MassPublic Library	. 1	1
Bridgeport, ConnPublic Library		
Brooklyn, N. Y		1
Brown UniversityProvidence, R. I		
Buffalo, N. YPublic Library		2
Burlington, IowaFree Public Library.		
Carlisle, W. S Dayton, Ohio		2
Carnegie Free Library Allegheny, Pa		
Carnegie Library Pittsburgh, Pa		
Case School of Applied ScienceCleveland, Ohio		
Castilleja Hall		
Chadwick, J. White Brooklyn, N. Y		
Chicago University Chicago, Ill		1
Cincinnati, Ohio	e	1
Cincinnati, Ohio Museum Association		
Cincinnati, University of Cincinnati, Ohio		
Cleveland, OhioPublic Library		
Columbia University New York (City)		1
Columbus, OhioBoard of Education.		1
Congress of Railway EmployesChicago, Illinois		
Conklin, Dr. W. J Dayton, Ohio		1
Dayton, Ohio Board of Education.		1
Dayton Evening Herald Dayton, Ohio		3
Dayton Evening News		3
Dayton Evening Press Dayton, Ohio		3
Dayton Journal Dayton, Ohio		3
Denison UniversityGranville, Ohio		
DesMoines, IowaPublic Library		1
Detroit, Mich Museum of Art		
Dexter, Mary		2
Doren, Electra C		1
Dover, N. HPublic Library		_
Drew Theological Seminary Madison, N. J		
Emerson, Frances V Boston, Mass		
15		

	.		
Episcopal Theological School		1	
Erie, Pa		1	
Fletcher Free Library		1	
Forbes Library		1	
Franklin, A. B			1
Galbreath, C. B		1	
Graham, The Misses		1	
Harlem Library		1	
Harrison, C. H			1
Hartford, Conn		1	
Harvard University			1
Hayes, R. P		2	
Heidelberg University		1	
Houghton, Mifflin and Co			1
Indianola, Iowa	. Public Library	1	
Iowa Masonic Library	Cedar Rapids, Iowa	2	
Jersey City, N. J	. Free Public Library	1	
Jewett, Dr. H. S	. Dayton, Ohio		10
Kenyon College	.Gambier, Ohio	1	
Lake Forest University		1	
Lehigh University	South Bethlehem, Pa.	3	
Leland Stanford University		1	
Libby Glass Co			2
Los Angeles, Cal			1
Los Angeles, Cal		1	
McCassy, Dr. J. H	. Dayton, Ohio	1	
Massachusetts			1
Massachusetts			1
Mass. Institute of Technology		1	
Medford, Mass		1	
Memorial Library Association		1	
Mercantile Library		1	
Miami Medical College		1	
Miami University		1	1
Michigan, University of		1	_
Minneapolis, Minn		_	1
Minneapolis, Minn		1	_
Montauk Club		1	
Morrisson-Reeves Library		1	
Mount Holyoke College		1	
	South Hadley. Mass	J	
Negley, Mrs. P. A		1	8
Negley, Mrs. P. A	. Dayton, Ohio	1	8

New Hampshire State Library		1
New Jersey State Library		3
New York (City)Public Library	1	2
New York (State) Bureau of Labor Stat.	1	1
Newton, Mass Free Library	1	
Northwestern University Evanston, Ill	1	
Oberlin College Oberlin, Ohio	1	
Ohio Mechanics Institute Cincinnati, Ohio	1	
Ohio Military InstituteCollege Hill, Ohio	1	
Ohio State LibraryColumbus, Ohio	3	
Ohio State UniversityColumbus, Ohio	2	
OhioAgric. State Board of.		1
Ohio Archæolog. & Hist. Soc		2
Ohio Attorney General	:	1
OhioCharity, State Board of	•	1
Ohio Dairy and Food Com.		1
Ohio Health, State Board of		1
Ohio Secretary of State		1
Olmstead, D. H New York (City)		1
Oread Institute Worcester, Mass	1	
Palmer, Mrs. C. FNew York (City)		1
Peebles and Thompson School New York (City)	1	
Pennsylvania, University ofPhiladelphia, Pa	1	
PeoriaPublic Library	1	
Princeton University Princeton, N. J	2	
Providence, R. I	1	
Red Cross Relief Committee Washington, D. C		1
Reeve, Dr. J. C Dayton, Ohio		5
Reform Club New York (City)		1
Robert, Mrs. J. A Dayton, Ohio		1
Robinson, Charles Lawrence, Ky		1.
Rockford, IllinoisPublic Library	1	_
Rose Polytechnic Institute Terre Haute, Ind	1	
St. Joseph, MoPublic Library.	$ar{2}$	
	_	
St. Louis School and Museum, Fine Arts	1	
Scranton, PaPublic Library	1	
Smithsonian Institution Washington, D. C	•	1
Society Library New York (City)	1	•
Southern Railway Co Washington, D. C	1	1
Stewart, Mrs. M. M Dayton, Ohio		2
Sturtevant Co Boston, Mass		1

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DAYTON PUBLIC LIBRARY

Syracuse University	Svracuse, N. Y.	1	
Tennessee University	•	1	
Thomas, Miss L. A		1	2
Tonge, Thomas		-	2
Toronto, Canada		1	_
United States		-	154
Unknown			13
Vermont			1
Volkszeitung	_		3
Warder Library		1	1
Washington College		1	
Waymire, J. W			1
Weaver, Dr. J. M			9
Weidner, Harry			1
Wells College		1	
Wellesley College		1	
West Point			1
Western Reserve University	Cleveland, Ohio	2	
William and Mary College		1	
Winona Summer School	Winona Lake, Ind	1	
Wisconsin	Library Commission		1
Wisconsin	State Board of Control		1
Wittenberg College	Springfield, Ohio	1	
Woburn, Mass	Public Library	1	
Worcester, Mass		2	
Worcester Polytechnic Institute		1	
Xenia, Ohio	Library Association	1	
Yale University	New Haven, Conn	1	
Total		111	 278
Kern, Albert	Photographs.		

DAYTON PUBLIC LIBRARY

HISTORICAL SUMMARY—1805-1899.

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THE PUBLIC LIBRARY.

1805-99.

The First Library in Dayton.—Prior to 1835 the public library, in the sense which we now understand the term, did not exist. For nearly a century before, throughout the colonies and under the various State governments, membership or association libraries, lyceums, etc., existed and were by law exempt from taxation. These libraries were "public" only in the sense that any person who cared to pay for the privilege might draw books from them. The New York law establishing a district school library system was the first to provide at public expense for free books to be loaned without cost to the borrower. That was the beginning of the free public library of to-day.

The first "public" library incorporated in the State of Ohio was that of the "Social Library Society of Dayton" in 1805. It charged an annual membership fee of three dollars. The rules and regulations or "Constitution" are reprinted in this report from the only copy of them known to be in existence. The incorporators were Rev. William Robertson, Dr. John Elliot, William Miller, Benjamin Van Cleve, and John Folkerth. In 1835 the whole collection was sold at auction and the library ceased to exist.

Several other "public" libraries of the same character flourished between the years 1835 and 1847. In the latter year the Dayton Library Association was formed. This was also a membership library, but a much more prosperous one than its predecessors. It continued in operation until 1860 when all its books, and property in furniture and fixtures, were transferred by gift to the Public School Library and placed under the control of the Board of Education.

The Public Library.—Our free public library of to-day is the outgrowth of the union of these two libraries. The Public School Library grew out of the provisions of the Ohio school library law of 1853 (modeled after the New York law referred to above), which provided for a tax of one-tenth of a mill on the dollar valuation to be devoted to library purposes. The purchase and distribution of books were placed in the hands of the State

Superintendent of Instruction. Instead, however, of distributing to the several districts the quota of books which should fall to the share of the Dayton schools, it was decided to keep them in one collection and establish a central library. After receiving such books from the purchases of the State Superintendent as were suitable, he was requested to pay in money any balance due the city. The amount received from this source was \$1,400, with

which 1250 volumes were bought.

Location.—The Library was opened in 1855 on the second floor of the U. B. building, on the corner of Fourth and Main streets. In 1858 it was removed to the Central High School, on the corner Fourth and Wilkinson, the present site of the Central District School. When, in 1860, the Public School Library came into possession of the property of the Dayton Library Association, it moved into the rooms of the latter in the Phillips Building, on the southeast corner of Main and Second. Here it remained until removed to the old City Hall on the site of the present building. During the rebuilding of the latter, the Library occupied the second story of the old Journal building on Main street, and in 1876 resumed its quarters in the new city building, the west end over the market-house having been handsomely fitted to receive it.

In January of 1888 the Library building, erected in Cooper Park, was completed, and on the twenty-fourth of the month the

Library was opened to the public in its present home.

Support.—Founded under the provisions of the State law, with the single exception of the gift of the Dayton Library Association's collection of books, it has depended wholly for increase and support upon public taxation. When the tax levy of one-tenth of a mill provided under the State law of 1853 was suspended in 1856, its support was continued until 1860 by appropriations from the funds of the Board of Education. In that year the Legislature passed an act under which the Board was empowered to levy one-tenth of a mill for the support of the Library.

Management.—From 1856 until 1887 the management was under the direction of a committee of three appointed annually from the Board of Education. In March, 1887, an act of legislature was passed establishing the Library Board. This law was amended in 1892, and in 1893, under the act incorporating the Museum, the Library Board became the Public Library and Museum Board. The text of these successive acts is given herewith. Until the amended library law of 1892, the president of the Board of Education was a member ex-officio of the Library Board, and also acted as its president. The first Library Board was convened April 23, 1887.

Following the text of the laws, is appended a chronological list of the Boards for successive years from the beginning to date, 1887-99, with an alphabetical list of members and of persons employed in the Library, necrology, check-list of library publications, and tabular summary of work and expenditures for the period.

LEGISLATION RELATING TO THE LIBRARY.

In March, 1887, an act of Legislature was passed creating the Library Board. The following is the text of the amended law of 1892 under which the Board now acts:

[Senate Bill No. 270.]

AN ACT

To amend an act, entitled, "An act to provide for competent and non-partisan public library boards in cities of the second class, second grade," passed March 21, 1887 (session laws of Ohio, vol. 84, p. 171).

SECTION 1. Be it enacted by the General Assembly of the State of Ohio, that an act entitled, "An act to provide for competent and non-partisan public library boards in cities of the second class, second grade," passed March 21, 1887 (session laws of Ohio, vol. 84, p. 171), be and the same is hereby amended so as to read as follows:

Section 1. In any city of the second grade of the second class the city board of education may elect by ballot, a special board of six competent persons, residents and electors of said city or school district, to be called the library board, which board shall have the sole custody, control, and management of the public library of such city and of any reading rooms, branch libraries or library stations by said library board established in connection with such public library.

Section 2. The six members of said library board shall be selected equally from the two political parties having the largest representation in the city board of education, and shall be elected as follows: Two for a term of one year, two for a term of two years, and two for a term of three years, one member from each of said political parties to be elected for each of said several terms; and at the end of the first year, and of each year thereafter, two members of said library board, one from each of said political parties, shall be elected, by ballot, by said board of education for the

term of three years. It shall require the affirmative vote of a majority of all the members elected to said board of education to elect the members of said library board.

SECTION 3. Said library board shall have power over and the exclusive control of the library fund hereinafter provided for, and of the expenditure of all moneys collected to the credit thereof. They shall have power to establish in said city reading rooms, branch libraries, and library stations in connection with such public library, and to lease and furnish such rooms, buildings, or parts thereof as are required for such purposes, and to pay all necessary expenses connected therewith.

They shall have power and it shall be their duty to purchase and pay for all books, periodicals, magazines, and other literature, and supplies necessary, in their judgment, for said public library, reading rooms, branch libraries and library stations, and to incur the necessary expenditures for the encouragement and advancement of the best use of such public library, reading rooms, branches and stations, by the public; all of such purchases, payments and expenditures to be made out of said library fund hereinafter provided for.

They shall have power and it shall be their duty to employ a librarian, assistant librarians, janitors, and other necessary assistants for such public library, reading-rooms, branches and stations, to fix the compensation of persons so employed and to pay same out of said library fund. Said library board may fix the term of any such persons employed by them for any period not to exceed one year.

Section 4. Said library board shall, annually prior to the annual levy of taxes made by the city board of education, report and certify to such city board of education a statement of the amount by said library board deemed necessary for the expenses and expenditures of such library board for the ensuing fiscal year, and said city board of education shall annually levy a tax for such library purposes and for the use of such library board for such purposes for such ensuing year to the full amount so reported and certified by said library board; provided, however, that the amount so levied shall not exceed the amount hereinafter authorized to be levied for such purposes. The fiscal year of said library board shall be the same as that of the board of education.

SECTION 5. The board of education of such city wherein a library board exists under the act to which this act is amenda-

tory, or shall hereafter be elected under this act, shall have the power and it shall be the duty of such board of education to levy annually for such public library purposes a tax not exceeding three-tenths of one mill on the dollar of the city valuation, to be called the library fund, which levy shall be certified by said board of education to the county auditor of the county in which said city is situated, within the time and in the manner fixed for the certifying of other levies made by said board of education; and which levy shall be by said auditor placed on the tax duplicate of the county and collected as other taxes. Such levy for library purposes shall not be a part of the general levy authorized to be made by such board of education for school purposes.

All moneys collected for such library fund shall be deposited in the county treasury to the credit of said fund and shall be kept separate and apart from other funds, and the county treasurer shall be the treasurer of said fund; and such county treasurer shall pay out said fund upon orders drawn thereupon and to him directed by said library board, or by its proper officers duly authorized by said library board. Any part of said fund unexpended during any year shall remain to the credit of said library fund.

Section 6. Said library board shall, immediately after their election, meet and organize by the election of a president, a secretary, and other necessary officers from their number, and such election shall be held annually thereafter. Said board shall make and adopt such by-laws, rules and regulations for their own government and guidance, and for the government and guidance of the public library, reading rooms, branch libraries, and stations and of the employés of said board as may be expedient and not in consistent with this act, and said board shall, by their by-laws, designate the officers authorized to draw orders upon said library fund

Any public library now established in any such city and which is maintained and in operation under and by virtue of the provisions of the act to which this act is amendatory, and the existing library board of such city and the officers thereof, shall be governed by the provisions of this act; and such library board shall succeed to and be vested with all the rights, powers and privileges, and charged with all the duties herein granted or imposed; and the members of such existing library board elected thereto by the board of education prior to the taking effect of this act shall continue as such until the expiration of their

present terms, and their successors shall be elected pursuant to the provisions hereof.

The present officers of such existing library board shall continue in office until the expiration of their present terms as such officers or until a vacancy occurs therein prior to such expiration, when their successors shall be elected pursuant to the provisions Where such existing library board has heretofore reported to such board of education their estimate of the expenses of such library for the current year, pursuant to the provisions of the act to which this act is amendatory, such board of education shall forthwith, upon the taking effect of this act. set apart and pay over to the said county treasurer as the treasurer of such library fund the unexpended balance of the appropriation heretofore made by such board of education for such library expenses for the current year, which balance shall become and constitute a part of said library fund hereinbefore provided for and shall be expended by said library board for the maintenance, management, and expenses of such public library, reading rooms, branch libraries and library stations, for the remainder of such current year.

Section 2. That the said original act passed March 21, 1887, be and the same is hereby repealed.

SECTION 3. This act shall take effect and be in force from and after its passage.

Lewis C. Laylin,

Speaker of the House of Representatives.

ELBERT L. LAMPSON,

President pro tem. of the Senate

Passed April 7, 1892.

STATUTE ESTABLISHING MUSEUM IN CONNECTION WITH PUBLIC LIBRARY.

[Senate Bill No. 558.]

AN ACT

To authorize the library board in any city of the second grade, second class, to establish and maintain a public museum in connection with the public library of such city.

[Dayton.]

Section 1. Be it enacted by the General Assembly of the State of Ohio, that in any city of the second grade, second class, wherein there now is or shall hereafter be a public library of such city, under the control, custody, and management of a library board established pursuant to the provisions of an act, entitled, "An act to provide for competent and non-partisan public library boards in cities of the second class, second grade," passed March 21, 1887 (O. L., v. 84, p. 171), and of acts amendatory thereto, such library board shall have the power, and is hereby authorized to establish and maintain, in connection with such public library, a public museum for the benefit of the public of such city; and such board may appropriate and expend, out of the amount of tax levy heretofore or hereafter annually made for library purposes and for the use of such board, such amounts as are in their judgment necessary for the establishment and maintenance of such public museum. Such library board is empowered to receive, by way of gift, loan, or purchase, specimens and collections for such museum, to be accepted and held by such board and their successors in office, in trust for museum purposes, and under such conditions and regulations as they may from time to time establish.

Such library board may make, from the funds arising from such tax levy, such purchases of specimens and collections for such museum, as shall not impair the proper and sufficient use of such funds for library purposes.

Section 2. This act shall take effect and be in force from and after its passage.

LEWIS C. LAYLIN,
Speaker of the House of Representatives.
ELBERT L. LAMPSON,
President pro tem. of the Senate.

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Passed, April 19, 1893. 296G.

LIBRARY BOARDS, 1887-99.

- 1887—Messrs. Kumler, President; Allen, Secretary; Conklin, Marlay, Hall, J. A. McMahon, Neder.
- 1888—Messrs. Kumler, President; Allen, Secretary; Conklin, Marlay, Steele, Marshall, Neder.
- 1889 Messrs. Kumler, President; Steele, Vice-President; Allen, Secretary; Conklin, Marlay, Marshall, Neder.
- 1890 Messrs. Byrne, President; Steele, Vice-President; Marlay, Secretary; Allen, Conklin, Marshall, Neder.
- 1891 Messrs. Byrne, President; Conklin, Vice-President; Marlay, Secretary; Allen, Conover, Marshall, Neder.
- 1892—Messrs. Marshall, President; Conklin, Vice-President; Marlay, Secretary; Allen, Conover, Neder.
- 1893—Messrs. Marshall, President; Conklin, Vice-President; Marlay, Secretary; Allen, Conover, J. S. McMahon.
- 1894—Messrs. Marshall, President; Conklin, Vice-President; Marlay, Secretary; Allen, Conover, J. S. McMahon.
- 1895—Messrs. Marshall, President; Conklin, Vice-President; Marlay, Secretary; Allen, Conover, J. S. McMahon.
- 1896—Messrs. Marshall, President; Conklin, Vice-President; Conover, Secretary; Allen, Kern, Davies.
- 1897—Messrs. Marshall, President; Conklin, Vice-President; Conover, Secretary; Allen, Kern, Davies.
- 1898—Messrs. Marshall, President; Conklin, Vice-President; Kern, Secretary; Allen, Davies, Shuey.
- 1899—Messrs. Conklin, President; Davies, Vice-President; Kern Secretary; Allen, Shuey, Ely.

ALPHABETIC LIST OF MEMBERS OF THE LIBRARY BOARD, 1887–99.

- Allen, Robert M. 1887-99. Term expires 1901. Secretary, 1887-90.
- Byrne, John E., President of the Board of Education and member ex-officio, 1890-92.
- Conklin, W. J. 1887-99. Term expires 1901. Vice-President, 1892-98. President, 1898-99. Museum Director, 1892-99.
- Conover, Frank. 1891-97. Secretary, 1896-98.
- Davies, S. W. 1896-99. Term expires 1902. Vice-President, 1898-99.

Ely, John Charles. 1898-99. Term expires 1900.

Hall, J. Harrison. 1887-88.

Kern, Albert. 1896-99. Term expires 1902. Secretary, 1898-99.

Kumler, Charles H. President of Board of Education and member ex-officio, 1887-90.

McMahon, John A. 1887-88.

McMahon, J. Sprigg. 1893-96.

Marlay, James A. 1887-96. Secretary, 1890-96.

Marshall, Henry C. 1888-98. President, 1892-98.

Neder, George. 1887-93.

Shuey, E. L. 1897-1899. Term expires 1900.

Steele, Robert W. 1888-91. Vice-President, 1888-91.

ALPHABETIC LIST OF MEMBERS OF LIBRARY FORCE. 1887–99.

Althoff, Minnie E., assistant, 1886-99.

Broughton, John, janitor's assistant, 1897-98.

Campion, Harry, messenger, 1898-99.

Crawford, Esther, head cataloger, August 1895-99.

Clevenger, Alice, bindery assistant, 1898-99.

DeShayes, Earl, messenger, 1893.

Doren, Electra C., assistant librarian and cataloger, 1879-96. On leave of absence, August 1, 1895 to August 31, 1896; librarian 1896-99.

Dryden, Minta I., librarian, 1874–1896; accountant assistant, 1896–99.

Frazier, A. P., janitor, 1888-99.

Farley, H., messenger, 1892.

Eastman, Linda A., substitute assistant librarian and cataloger, August 1895, August 1896.

Harvey, Edward, assistant janitor, 1898-99.

Hoskins, Ethel P. H., library student and substitute, 1895, 1896-98. Assistant, 1898-99.

Kimmel, Joseph, messenger, 1898-99.

Koch, Edward, assistant, 1886-1891.

Koch, Frederick, 1891-99.

Light, Matilda M., library student and substitute, 1896-98; assistant, 1898-99.

Lydenberg, Harry, messenger and assistant, 1890-95.

McCandless, John M., messenger, 1896-99.

Mills, Augusta L., assistant, 1893-98.

Otter, Edith, bindery assistant, 1899.

Rueger, William, messenger, 1897-98.

Selman, Charles, messenger and assistant, 1893-97.

Sullivan, Robert, messenger, 1895-99.

Steele, Agnes C., assistant, 1894-97.

NECROLOGY-1887-99.

LIBRARY BOARD.

Robert W. Steele. September 24, 1891. J. Harrison Hall. March 31, 1893. George Neder. July 19, 1895. Henry C. Marshall. April 9, 1898.

LIBRARY FORCE.

Edward Koch. March 23, 1891.

PUBLICATIONS OF THE LIBRARY.

1856-1899.

Compiled by MISS CRAWFORD.

Reports.

Annual report, 1857-91. (In Dayton-Education, Board of. Annual report, 1857-91.)

Note.—Reports of the Board of Education prior to 1857 and for the years 1858-66, 1868-71, 1873-74 are not on file in the Library, nor can they be obtained. It is not known whether such reports were published nor, if so, whether the Library reports were contained therein.

- Annual report, 1890–99. 10v.

By-Laws.

- Rules and regulations of the Board of Education relating to the Library, 1867. (In Dayton-Education, Board of. Annual report, 1867, p. 87–89.)

— Rules governing the Library, 1870. (In Dayton—Public-school library. Alphabetical catalogue, 1870, p. 3-5.)

-, 1875. (In Dayton—Public library. Finding lists, 1875,

pref. p. 3-4.)

- Rules for the government of the Library regarding use of books, 1884. (In Dayton—Public library. Catalogue, 1884, p. 11–12.)

- By-laws. 16 p. 1888.

- —. New ed. 17 p. 1892.

Catalogs.

- Alphabetical catalogue. 93 p. 1870. ; supplement. 69 p. 1875.

Finding lists and addendum, comp. by A. W. Decker. 59+9 p. 1875.

Katalog der deutschen und französischen bücher in der städtischen bibliothek. 26 p. 1881.

- Catalogue; authors, subjects, and titles. 438+lp. 1884.
 -—; supplement; Feb. 1884-May 1885. 50 p. 1885.
 -—; supplement; May 1885-Feb. 1888. 3+131 p. 1888.
 -—; supplement; Mar. 1888-Nov. 1890. 3+154 p. 1891.
- Finding list, Nov. 1890-Feb. 1895. 10t 42 p. 1895.

 $\it Note.$ —The five foregoing catalogs were compiled by E. C. Doren and M. I. Dryden.

Miscellany.

Dedication of the Dayton Public Library building, January 24, 1888: addresses. 48 p. 1888.

Note.—The Library also issued a printed invitation to the exercises, but no copy of this can be obtained.

The child, the school, and the library. Eastman, L. A. 22p. 1896.

Note.—Reprinted from Library journal, April, 1896.

Ohio library association. Fourth annual meeting: invitation program, 3d session, Dayton Public Library, Wednesday, October 12, 1899.

DAYTON PUBLIC LIBRA

	USE	RS.			BOOK	STOCK.				0	BOOK S	ER	
YEAR.	Population.	No. of Borrow- ers.	Vols, Bought.	Vols, Bought, Vols, Given.	Total Increase.	Total Deduction.	Total Vols., Net, in Library.	No. Vols. Bound.	No. Days Open.	No. Vols. Circu- lated.	Per cent. Fiction and Juvenile Fiction.	Per Cent, Classed.	
Closed April 30, 1888. Closed April 30, 1889. Closed April 30, 1890. Closed April 30, 1891. Closed April 30, 1892. May 1-Aug. 31, 1892. Closed Aug. 31, 1893. Closed Aug. 31, 1894. Closed Aug. 31, 1895. Closed Aug. 31, 1895. Closed Aug. 31, 1895. Closed Aug. 31, 1896.	59,000 64,000 65,000 67,000 71,000 75,000 80,000 83,000 85,000	4,124 5,508 7,049 8,703 5,352 520 7,488 9,366 5,939 8,010 10,277	920 1,435 1,500 1,230 1,022 219 1,120 850 1,437 796 3,780	149 412 279 404 282 120 295 285 412 420 317	1,069 1,847 1,779 1,634 1,304 339 1,415 1,135 1,849 1,216 4,097	=Total deduc- tions of preced- tions years to	24,551 26,379 28,158 29,792 30,895 31,366 32,740 34,716 35,325 36,433 39,786	299 527 886 1,012 724 503 1,111 1,436 1,403 504 1,036	288 306 307 305 300 103 305 306 306 279	65,460 67,615 88,335 101,610 96,200 105,781 120,689 106,000 111,452 112,304	81.8 79 82.3 81.2 80.4 84.3 82.3 84.7 84 86.2 79	18 21 17 18 19 15 17 15 16 13 21	
Closed Aug. 31, 1898	87,000	7,064	1,883	411	2,294	495	41,586	2,039	300	125,124	74.5	25	
Closed Aug. 31, 1899	90,000	9,513	2,458	278	2,736	274	44,048	943	306	128,673	70	30	
Total	90,000	88,913	18,650	4,064	22,714	2,482	44,048	11,923		1,266,089			

¹ United States census, 61,000.

² Receipt from tax duplicate, June, 1899, not included in this :

RY: TABULAR SUMMARY OF WORK AND EXPENDITURES, MAY 1, 1887-

710	E.		Work		ė	lar	on.	-p	
	No, Vols. Con- sulted.	Total Book Service.	Miscellaneous Wc-Total Items.	SPECIAL WORK.	No. of Persons Employed.	Mills Rate on Dollar Value.	Income Received from Taxation.	Books and Period- icals.	Binding.
.2	6,362 10,581 13,924 19,483 24,274	74,822 78,196 102,259 121,093 120,474	3.715 6,315 7,067 18,722	Removal of Library to new building.	4+ 4 5 5 6	.1 .1 .2½ .2½ .2½		\$2,414 67 1,762 88 1.608 58 2,513 73 1,459 26	\$318 8 620 1 428 4
.6 .7 .7 .3 .8	10,078 39,643 50,625 35,050 44,054 45,644	42,974 145,374 171,314 141,050 155,506 157,948	25,247 20,824 21,804 18,138 74,688	Removal of public documents to basement. Library training course opened; school libraries put into operation; complete access to the shelves given; new loan system in-	6 6+ 7+ 7+ 8+	.2½ .2½ .2½ .3 .3	\$9,563 06 10,055 29 9,956 32 9,962 38 12,769 39	508 42 1,862 65 1,695 81 2,643 55 1,977 06 3 2,449 44	298 9 629 7 837 3 840 9 504 2 629 3
.5	75,026	200,150	47,864	troduced. (Training course completed;) basement completed; re- moval of books to basem'nt.) (Ohio Library Association meeting; Children's room	8+	.3	12,719 69	2,422 08	1,202 6
	80,885	209,558	45,929	opened; medical collection brought together; public	8+binder	.3	s 6,610 25	2,949 31	606 6
	420,579	1,685,668	290,323	documents arranged for access; bindery work organized.				\$26,262 44	\$6,917 1

report. In addition to this amount, \$857.85 was expended from accumulations of fines for books for the Sch

Fuel and Light.	Salaries-Library Force.	Care of Building and Museum.	Betterments and Repairs.	Furniture and Fixtures.	Supplies and Printing.	Firemen's Relief.	Museum.	Sundries,	Total Cost.
\$22 51 696 72 412 21 240 09 482 33 73 85 499 72 556 18 6674 23 541 03 507 73	\$2,534 18 2,404 99 3,215 29 2,774 32 2,740 76 1,272 96 3,155 66 3,459 61 3,866 64 4,294 67 5,309 52	\$660 00 720 00 660 00 315 00 780 00 900 00 915 00 900 00 900 00	\$8 25 52 23 29 08 140 84 355 72 1 25 152 75 57 75 31 57 30 90 539 32	\$39 20 439 98 74 00 386 82	\$167 15 183 51 63 90 24 70 794 50 116 60 133 25 284 70 259 50 581 78	\$76 72 63 20	\$1,564 65 1,094 03 413 37 202 23	\$462 22 162 20 37 84 19 45 104 18 18 39 115 62 75 59 39 90 68 47 54 67	\$5,608 98 6,241 36 5,987 03 6,433 13 7,025 18 2,527 31 7,312 70 9,319 38 10,830 50 9,140 13 11,624 01
487 05	4,943 62	1,157 53	611 04	115 40	383 68	66 43	179 72	38 17	11,607 34
429 33	5,508 94	1,233 33	453 53	186 64	433 63	34 08	288 90	63 65	12,187 98
5,622 98	\$45,481 28	\$9,140 86	\$2,464 23	\$1,242 04	\$3,470 40	\$240 43	\$3,742 90	\$1,260 35	\$105,845 03

Department.

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Constitution

OF THE SOCIAL LIBRARY SOCIETY OF DAYTON.

thereas establishments of Public Libraries, tends to promote useful knowledge, and is conducive to the good and happiness of society; the subscribers for a Library to be kept in the township of Dayton, have been induced to associate and do hereby associate themselves into a fociety, to be known by the name of "The Social Library Society of Dayton" and do adopt the sollowing constitution.

ARTICLE 1. There shall be a Treasurer, a Librarian and three Directors appointed who shall serve intil the next annual meeting and at every annual meeting hereaster a Moderator and Clerk shall be chosen for said meeting and a

FACSIMILE OF CONSTITUTION OF THE SOCIAL LIBRARY SOCIETY OF DAYTON, 1805.

GENERAL LIBRARY, UNIV. OF MICH. NOV 27 1899





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GENERAL LIDITARY, UNIV. OF MICH. MAY 81 1902

Public Library and Museum

Dayton, Dhío







DAYTON PUBLIC LIBRARY AND MUSEUM.

FORTY-FIRST ANNUAL REPORT

OF THE

PUBLIC LIBRARY & MUSEUM

OF

DAYTON, OHIO

FOR THE PERIOD

SEPTEMBER 1, 1900, TO AUGUST 31, 1901

DAYTON, OHIO
PRESS OF UNITED BRETHEN PUBLISHING HOUSE
1901

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BOARD OF DIRECTORS OF THE DAYTON PUBLIC LIBRARY AND MUSEUM.

Meetings Fortnightly, on Tuesdays, at 8:00 p. m.

MEMBERS.

W. J. CONKLIN, President.

S. W. DAVIES, Vice-President.

ALBERT KERN, Secretary.

E. L. SHUEY.

J. C. ELY.

SIGMUND METZLER.

STANDING COMMITTEES, 1900-1901.

Finance-Davies, Kern, Metzler.

Museum-Conklin, Kern, Metzler.

School and Branch Libraries-Shuey, Ely, Metzler.

Books and Periodicals, Binding and Replacing—Davies, Shuey, Ely.

Repairs and Supplies-Ely, Davies, Metzler.

LIBRARY FORCE.

ELECTRA COLLINS DOREN, Librarian.

Head Cataloger-Esther Crawford.1

Assistant Cataloger—LINDA M. CLATWORTHY.2

Accountant Assistant-MINTA I. DRYDEN.

Library Assistants—Frederick Koch, Minnie E. Althoff, Ethel P. H. Hoskins, Matilda M. Light, Fanny Butterfield.³

Bindery Assistant-Edith Otter, Anna C. Baker.5

Messengers—Senior: John McCandless, Herbert F. May; *Junior: William Rueger, Joseph Kimmel, Roy Hollingsworth, Henry Keve.

Janitor—A. P. Frazier.

Assistant Janitor—Edward Harvey.

LIBRARY HOURS.

Library opens 8:00 A. M.; closes 7:30 P. M.; Saturdays, 8:30 P. M. Closed on Sundays and legal holidays.

Museum open on Tuesdays, Thursdays, Fridays, and Saturdays from 1: 00 p. m. to 5: 00 p. m. Sundays, 1: 00 p. m. to 5: 00 p. m. from May to October.

¹Resigned June 15, 1901. ²Appointed Head Cataloger July 1, 1901. ²Appointed March 12, 1901. ⁴Resigned May, 1901. ⁴Phe aggregate junior messenger service rendered daily equals ten hours.

REPORT OF THE BOARD OF DIRECTORS.

To the Board of Education:

The members of the Dayton Public Library and Museum Board respectfully submit the annual report of the Librarian for the year ending August 31, 1901. It gives a brief but accurate summary of the work of the Library for the year, with a full statement of the receipts and expenditures. The record is one of encouraging progress and of continual growth and expansion.

The most notable event of the year was the opening, during the summer months, of branch libraries in several of the district school buildings.

The success of the experiment was so marked as to induce the Board to make permanent at least two of these branches. It is confidently expected that the patronage of these branch libraries will be so large as to justify the gradual extension of the system to every portion of the city.

While the growth of the Library and Museum in popularity and usefulness is most gratifying, the overcrowded condition of the main building is a matter of no little concern to the trustees. Every inch of available space is now utilized. The public documents, the Medical Library, the children's reading-room and books, have been unavoidably forced to the basement, which is ill suited to the purpose. At the dedication of the building, fourteen years ago, the need for the use of the basement as a stack and reading-room was not thought of as even a remote possibility. An addition to the present building is an imperative necessity in the near future.

Once more it becomes our sad duty to record the death of a colleague. Although Mr. Harry Weidner was allotted only a few months of service in our Board, he was an earnest, intelligent, and enthusiastic member. Mr. Sigmund Metzler was chosen to fill the vacancy,

W. J. CONKLIN, President.
S. W. DAVIES, Vice-President.
ALBERT KERN, Secretary.
E. L. SHUEY.
J. C. ELY.
SIGMUND METZLER.

IN MEMORIAM.

HARRY WEIDNER.

The members of the Library Board of Dayton have learned with sincere regret of the unexpected and untimely death of their colleague, Mr. Harry Weidner, on October 17, 1900. Though a member of this board but a little more than a year, he had identified himself closely with all the varied details of the work, and had shown himself a thoughtful and discriminating judge of books, as well as a careful student of the needs of an institution like the Public Library. In this duty, as in all others, he was conscientious, painstaking and thorough, and had won the good will and confidence of his associates on the Board and of the employees of the Library.

The members of the Board desire, therefore, to record their sense of loss to the Library and the community, in the death of Mr. Weidner, and to express to his family and friends their deepest sympathy. The Librarian is hereby instructed to close the Library during the hours of the funeral on Saturday afternoon, as a token of respect, and to permit the employees to attend the funeral service.

October 18, 1900.

REPORT OF THE LIBRARIAN.

To the Board of Directors of the Dayton Public Library and Museum:

GENTLEMEN: I have the honor to submit the annual report for the fiscal year ending August 31, 1901, it being the forty-first for the Library, and the eighth for the Museum.

The statistical tables are submitted as follows:

- 1. Tables of home and reference use of books.
- 2. Miscellaneous office and shelf work.
- 3. Classified accessions for the year.
- 4. Report upon the Catalog Department.
- 5. Report upon delinquents.
- 6. Report upon the School Department.
- 7. Financial report; receipts and expenditures.
- 8. List of donors to the Library, 1900-1901.
- 9. List of donors to the Museum, 1900-1901.

The following is a summary of the tables and reports, numbers 1 to 6, which are not published:

THE YEAR'S WORK.

Books used.—The Library was open 306 days during the year. The total book service to the public, home and reference use, during the year has been 192,038 volumes. The percentage of volumes issued to borrowers for home reading is 72.1; that for consultation in the Library is 27.9. Of the volumes issued for home use 82.1 per cent. were from the main Library, 14.9 per cent, were from

¹Home Use.	Main Lib.		School Lib.		So. Park.		Vac't'n Lib.		Totals.	
-HUME USE.	Vols.	%	Vols.	*	Vols.	- %	Vols.	%	Vols.	*
Fict. and Juv. Fict	85,225 28,538		12,491 8,103	6 0.6 39.4	1,477 503	74.4 25.6		64 4 35.5	100,671 37,961	72.6 27.4
Total	113,763		20,594		1,980		2,295		138,632	

² Reference Use: Ref. dept., 10,875 vols. (20.5%); circ. dept., 17,524 vols. (33.1%); pub. doc., 275 vols. (.5%); bound serials, 7,112 vols. (13.4%); current serials, 8,969 vols, (17%); newspapers, 8,191 vols. (15.5%). Branches, 560 vols. Total—Reference Use, 52,946 vols.

the School Department, and 3 per cent. from the South Park Delivery Station and Vacation Branches. The largest day's issue of books was for February 3, 1901, 1,055 volumes; the smallest, May 1, 1901, 180 volumes. The average daily circulation from the main Library was 371.7 volumes; for consultation, 111.2 volumes. The percentage of fiction and juvenile fiction read was 72.6; of other classes, 27.4, the latter being a slight advance (1.2 per cent.) upon the percentage of last year. There is a noticeable rise in the percentage of fiction read, it being 2.6 per cent. higher this year than it was two years ago.

A comparison of the statistics of this year's work with the same for other years shows it to have been greater by 35,000 volumes than that for any year previous to September, 1897. Since 1895, the issue of books for home use has steadily risen, and is now higher than at any time in the past. The statistics of consultation of books in the Library, however, seem to show a decline in the number of volumes used in the past two years. This apparent falling off is coincident with the attendance, in the reading-room, of a reference assistant, whose duty it is to wait upon the students. The assistant devotes himself to finding the exact books required to answer the searcher's questions, and, with his more special knowledge of the resources at hand, fewer books are taken down at a hazard of answering the purpose than was the case when the student was obliged to wait on himself alone. It is also true that the increase of loan work has diverted the time of the messengers from clearing and counting books used at the tables, so that the count is made for one less period each day. Often the same book is used by several persons before it can be replaced on the shelf. The alcoves in the stack are full of people reading at the shelves, who replace the books at once. Thus many volumes, read with serious purpose, escape all account of the use made of them. A further explanation of the decrease in the number of books consulted is to be found in the fact that, under the system of reserves for high-school classes, a very imperfect account of an important feature of the library's work is almost entirely left out of the statistics. By the system referred to, over four hundred books have been reserved this year for the English classes alone for a period of from ten days to a fortnight.

A set of twenty-five or thirty books is thus used daily, for hours at a time, by over one hundred students, with scarcely any account being made of them after that for the issue to the first student.

Readers.—There are 13,665 borrowers enrolled to date. Of these, 2,313 were newly registered during the year, and 1,284 have had securities renewed, making the net issue of new cards to borrowers 3,602. There have been 571 special cards issued to teachers and students. In the School Department 213 teachers are enrolled.

Diligence in following up delinquent borrowers for overdue books has resulted in the recovery of all but one book from the entire year's circulation.

Accessions.—There were 4,038 volumes added to the Library during the year; 330 volumes by gift and 3,708 by purchase. The proportion of books added to each class is as follows: Fiction and juvenile fiction, 41.3 per cent.; reference books, serials, and public documents, 18.44 per cent.; classed books, 40.3 per cent. Of the number purchased, 396 volumes are duplicates and 712 replace worn out and canceled books.

Seven hundred and seventy volumes, including a number unaccounted for in the inventory of 1900, have been canceled as lost or worn out. Forty-two volumes of those unaccounted for in 1900 have been traced, and, where in fit condition for circulation, they have been restored to the shelves. This leaves a total of 582 volumes as the number lost through open shelves during three years.

No inventory was taken this year. The following is a statement, from the records, of the number of volumes now active:

Total volumes recorded in accession book	53,576
Less total deductions for lost and worn out	3,729
	49,847
Plus volumes restored	26
•	
Total volumes active, August 31, 1901	49,873

Binding, book preparation, and routine clerical work.—The total number of books and periodicals bound outside the Library was 635. Case-work for pamphlets, current serials, paper-bound books, and books needing repair, was done at the Library for 1,422 vol-

umes; 17,567 volumes have been repaired; 17,107 labels and tags have been affixed to books; 2,712 volumes were collated, and 3,984 volumes were embossed. In the routine clerical work 7,597 cards have been written, and 17,122 letters and printed notices sent out.

CATALOG DEPARTMENT.

The Catalog Department has received the time, in part or in whole, of six different persons during the year, amounting in all to 7,967 hours, or the equivalent of 3 persons for full time plus one-fourth the time of one person, being an increase of help amounting to full time of one person plus one-third time.

During the year 5,687 volumes have been accessioned (including 1,703 old volumes reaccessioned); 3,042 titles representing 5,111 volumes have been completely classified and cataloged (including 687 old volumes recataloged). Cards for the foregoing have been entered in the public catalogs to the number of 19,919, and in the official lists, 8,216. Book slips for the Loan Department, order slips, and bulletin matter, have been duplicated by hektograph from the catalog card to the extent of 5,118 cards. The total number of cards for the year is 33,253; cancelations, 2,241 cards.

Important items of special work, calculated to aid in the simplification and thoroughness of the regular routine of the department, have been accomplished. These have been:

- 1. All cards in General Public Catalog No. 2 were arranged for editor, compiler, etc., to bring the work done by any one author into a single alphabet.
- 2. A. L. A. list of subject headings, edition 1 and 2 each, was checked for revisions, and cards occasioned thereby written for general public, general title, and school title catalogs.
- 3. The separate French and German catalogs were discontinued, and main entry and analytical entries of same were revised for English headings, and incorporated in the general English catalog.
- 4. The shelf-list was compared with accession records for all books cataloged and recataloged between August, 1896, and August, 1899, to rectify same for invoice use.
- 5. Discontinuance, for new books, of the old classification (incident upon the rearrangement of books on the shelves).

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- 6. Transfer of numbering the book tags from the regular cataloging staff to messenger service.
- 7. The final completion of innumerable unfinished and diverse lines of work incident to reorganizing the department and the accounting for unfinished work.

MUSEUM.

The phenomenal growth of the Museum Department, organized about nine years ago, has been a surprise to its warmest friends. It now occupies the whole of the second floor, contains several thousands of specimens, and is devoted largely to natural history, ethnology, and the exemplification of local history.

It is freely used by teachers and pupils of the city schools, as well as by those of neighboring towns, and has proven to be an invaluable adjunct to the educational resources of our city. It has been created almost wholly by voluntary contributions.

Important additions have been made to all departments of it during the past year. The room is now crowded to its full capacity, and the question of sufficient space to accommodate additional collections is becoming a serious one.

The increased use by the public has made it necessary to extend the hours of opening to five afternoons a week instread of three.

A list of contributors to the Museum for the year is appended to this report.

GENERAL SUMMARY.

Exclusive of the routine covered by the foregoing report, have been the care and circulation of the books in the traveling libraries sent out in connection with the University Extension Courses. A number of persons in the towns adjacent, connected with Dayton by traction lines, have availed themselves of these books.

About three hundred volumes discarded from the shelves as being too badly worn for Library circulation have been sent to the county jail, and the books thus taken from the School Department have been given to the Montgomery County Children's Home. In both cases, courteous and appreciative acknowledgements have been received from the superintendents. They state that the books have been of great benefit to the inmates of their respective institutions.

One of the most important pieces of work accomplished during the year has been the separation on the shelves of the classified from the old books arranged by the old shelf system, thus bringing into accord the numbering and arrangement of the new books with the call numbers on the catalog cards and dispensing with the necessity of classifying current accessions by the old shelf arrangement. This has not only cut off a cumbering detail, but has brought into strong relief the collections of the past five years, which number, for the classed books on the main floor, about 5,000 volumes.

Improvements in the binding and repair of books are being introduced, and the revision and binding of the pamphlet collection is in progress.

An extension in library service to the public has recently been inaugurated, which has already shown gratifying results. At the close of the school year, the School Library was broken up into four collections and placed at each of the four districts situated at a distance of a mile or two from the main Library. Several hundred volumes of fiction and classed books for adults were added to the School Library collections and the whole, under the charge of a teacher belonging to the district, was thrown open to the public for two afternoons a week during the summer. The average issue per afternoon was 114 books; 297 new borrowers were added. Sixty-one per cent. of the books taken were for adults, and less than 65 per cent, of the books read were fiction and juvenile fiction. Two of these district branches, (the Fifteenth and the Seventh, each two miles from the main Library,) will be continued as neighborhood libraries for their respective localities. They will be open one afternoon a week to the public, with a collection of several hundred volumes added to by weekly deliveries of new books from the main Library.

This year the percentage of classed books read from the School Department and Vacation branches being greater than that from the main Library, has reduced the percentage of total volumes of fiction read from 74.9 per cent. to 72.6 per cent., or 2.3 per cent. Picture bulletins have contributed to the interest in the better sort of reading by calling attention to subjects of current interest, to the holidays and festivals of the year. Hallowe'en, Thanksgiving,

Christmas, Memorial Day, Washington, Lincoln, Queen Victoria, Edward VII., and the Pan-American Exposition have been brought out in this manner. Two very attractive bulletins on Domestic Animals for the children's room were loaned by the New York State Library School.

The Medical Library, largely made up of periodicals and transactions of societies, is growing in patronage, and, from time to time, receives additions by gift. Buck's "Reference Handbook of the Medical Sciences" is among the recent notable additions by purchase to this department.

In the matter of book purchase the Board has given attention to the requests of patrons and the trend of public demand toward fiction, duplicating more than has been customary heretofore, the best novels. In other lines, notably in nature study for children, history, economics, and general literature, the percentage of volumes bought is a fair proportion of the total additions. Buying for the reference collection in fine arts and archæology has been restricted by lack of space for properly taking care of such books. Among important books added in this department, however, may be mentioned Tissot's "Life of Christ," the Catalogue of the Morse Collection of Japanese Pottery in the Boston Museum of Fine Arts, Perrot and Chipiez's "Ancient Art" (10v.), Sturgis' "Dictionary of of Architecture and Building" (3v.), Mumford's "Oriental Rugs," Vallance's "William Morris," Sportsman's Library (early nineteenth century, 6v., Arnold), Boulton's "Amusements of Old Lon-In the department of purely reference books, exclusive of serials, the percentage of books purchased has been small. portant sets, for example, Larned's "History for Ready Reference," "Jesuit Relations," Sargent's "American Sylva," etc., have been Moulton's "Library of Literary Criticism," Brewer's "World's Best Orations" (10v.), and "World's Best Essays" (10v.), Reed's "Modern Eloquence" (10v.), the Abridged Poole's Index are among the important additions made. Several hundred volumes of Spanish, French, and German books have been bought for the general circulating department.

Thanks are due to the daily papers for their courtesy in publishing the weekly announcements of new books purchased, and also in

giving space to frequent contributions upon matters of library interest to the general public.

The growth of the Library in books and patronage brings to light certain needs which, at no distant day, will be urgent ones. The most immediately pressing necessities are for adequate reading and reference rooms and for a suitable children's room. With the children's room removed from the basement, it could be utilized for some time to come for storage of our increasing collection of public documents, for binding, book repair, etc.

The Library is not only seeking to extend its general usefulness as a distributor of pleasant books for home reading, but it is increasing the actual intensive use of books for study among all classes of people. A very great proportion, perhaps the most important proportion, of this work is done within the walls of the Library itself, where all the tools of the student are conveniently at hand and the studious atmosphere prevails. That the character of its work is deepening, and that the grasp of the needs, conditions, and ideals of the community is becoming more real, we believe to be a fact. Though not wanting in the visible proofs of usefulness and progress, the work of the Library is necessarily a quiet one. Without the appearance of haste, but without rest, it must ever be sympathetic to the desires of the people; persuasive, not didactic in method, and, above all, through the selection of its books and the manner of bringing them to the notice of readers, it must mold ideals while it satisfies needs.

It is especially gratifying as Librarian to recognize that the members of the staff have taken their part quietly and forcefully in the spirit of helpfulness, and have thus, in carrying their daily routine, contributed to the forward movement of the Library.

On behalf of herself and the staff, the Librarian would also acknowledge the continued interest and thoughtful consideration of the Board for the general good of the Library and the generosity with which they have given of their time and counsel to furthering its interests.

Respectfully submitted,

ELECTRA COLLINS DOREN, Librarian.

STATEMENT FROM GENERAL LEDGER.

For the year ending August 31, 1901.

Receipts.

On hand August 31, 1900, (including \$6,183.58				
from June, 1900, tax duplicate for year 1900				
and 1901)		\$	8,398	21
Received from December taxes			9,068	68
Total		\$	17,466	89
Disbursements.				
Books and periodicals\$	3,957	31		
Binding	415	67		
ruel and light	417	34		
Care of building and Museum	1,329	96		
Salaries	7,053	57		
Repairs	163	55		
Betterment and furniture	402	48		
Supplies and printing	484	28		
Museum	217	05		
Sundries	88	16		
Firemen's Relief Fund	59	41		
Total		\$	14,588	78
Balance		\$	2,878	11
RECEIPTS AND EXPENDITURES OF MONEY COLLECTED	IN TH	E LII	BRARY.	
Receipts.				
Balance on hand August 31, 1900		\$	297	60
Received during the year		_	407	31
Total		\$	704	91
Expenditures.				
Expended during the year			286	72
Balance		\$	418	19
Respectfully submitt	ed,			
M. I. DRYDEN	, Acct.	. As	sistant	•

CONTRIBUTORS TO THE MUSEUM

For the year ending August 31, 1901.

Ambrose, Dr. J. A.

Arnold, J. C.

Beer, W. H.

Billups, A. C.

Binkley, Jesse A.

Brown, Garnet

Bruen, Frank

Davis, J. McCan

Dayton Photo Engraving Co.

Doberck, Mrs. H. E.

Duplanty, W. E.

Durst, Mrs. Charles

Dwyre, John C.

Foerste, August

Frazier, A. P.

Geiger, Dr. G. H.

Himes, John

Jewett, Dr. H. S.

Kern, Albert

Knecht, Alvin

Lane, Alice

Lewis, Mrs. Julia A.

McDermont, Mrs. Lisa

Metzger, G. B.

Plaisted, A. C.

St. Mary's Institute

Scott, L. D.

Steffy, Henry S.

Whitmire, Carl

Worley, Mrs. Caroline

DONORS TO THE LIBRARY. For the year ending August 31, 1901.

		Pam
Adriance Memorial Library Poughkeepsie, N. Y		1
Aguilar Free Library New York City		1
American Museum of Natural His-		
tory		1
Amherst College Amherst, Mass		1
Antioch College Yellow Springs, O		1
Atherton, Charles R Dayton, O	7	
Balch, T. W Philadelphia, Pa	1	
Bangor, Me.—Public Library		1
Barton, W. EOak Park, Ill	3	
Beloit College Beloit, Wis		1
Bennett College of Eclectic Medi-		
cine and Surgery		1
Boston, Mass.—Public Library		3
Boston, Mass., Associated Charities		1
Boston, Mass., Museum of Fine Arts		1
Bowdoin CollegeBrunswick, Me	1	3
Bridgeport, Conn.—Public Library		1
Bronson Library Fund Waterbury, Conn		1
Brookline, Mass.—Public Library		1
Browne, Mrs. Lida B Utica, N. Y	1	
Buffalo, N. Y.—Public Library		1
Calderhead, J. H		
Cammann, Oswald Dayton, O		1
Carnegie Free Library Allegheny, Pa		1
Carnegie Institute Pittsburg, Pa	1	_
Carnegie Library Atlanta, Ga		1
Carnegie Library Pittsburg Pa		1
Case School of Applied Science Cleveland, O		1
Cassier Magazine Co New York City	1	_
Cedar Rapids, Iowa—Free Public	_	
Library		1
Central-Vereins Dayton, O		3
Central W. C. T. U Dayton, O	2	Ŭ
Chicago, Ill.—Public Library	-	1
Chicago Institute		1
Chicago, University of		1
		-

		Pam.
Cincinnati, O.—Public Library		4
Cincinnati Chamber of Commerce		
and Merchants' Exchange	. 1	•
Cincinnati, O., Museum Association		1
Clark University		2
Columbia School of Oratory Chicago, Ill		1
Columbia University New York City	. 2	
Columbus, O.—Public School Li-		
brary	,	1
Conklin, W. J., M. D Dayton, O	. 1	3
Cornell University	,	1
Craig, Alexander		
Dartmouth College		1
Dayton, O.—Board of Trade		ī
Dayton, O.—Education, Board of		-
Dayton, O.—Elections, Board of		
Dayton, O.—Police Commissioners,		
Board of		1
Dayton Daily News Co		
Dayton Evening Herald Co		
Dayton Evening Press Co		
Daytoner Volkszeitung Co.		1
Detroit, Mich.—Museum of Art		2
Dexter, Mrs. Mary Reeve Dayton, O	. 2	
District of Columbia—Public Li-		,
brary		1
Doberck, Mrs. W		1
Dover, N. H.—Public Library		3
Drew Theological Seminary Madison, N. J		3
Lrexel Institute of Art, Science,		
and Industry Philadelphia, Pa		4
Eau Claire, Wis.—Public Library	•	1
Edgar, John F Dayton, O	. 1	
Ehrmann, Max Cambridge, Mass	. 1	
Enoch Pratt Free Library Baltimore, Md		1
Entomological SocietyOntario, Canada		1
Erie, Pa.—Public Library		1
Evanston, Ill.—Free Public Library		1
Field, Marshall	. 2	
Forbes Library Northampton, Mass		1
Frazier, A. PLayton, O		
Friends, Society of		1
Friends' Free Library Germantown, Phila., Pa		1
· · · · · · · · · · · · · · · · · · ·		

	Vol.	Pam.
German Newspaper Co Dayton, O	1	
Grand Rapids, Mich.—Education,		
Board of		1
Grand Rapids, Mich.—Public Li-		
brary		1
Green, James		1
Hamilton CollegeClinton, N. Y		1
Harriet Stevens Club Dayton, O		1
Harvard University	1	1
Haynes, Tilly Boston, Mass		1
Heidelberg University Tiffin, O		1
Helena, Mont.—Public Library	1	1
Hessling, BrunoNew York	1	
Hewett, Alfred Toronto, Canada	1	
Hoboken, N. J.—Free Public Li-		
brary		1
Illinois University	1	_
Indian Rights Association Philadelphia, Pa	_	2
Iowa State Library	1	_
Jacobs Business University Dayton, O	-	1
James Prendergast Free LibraryJamestown, N. Y		1
Jersey City, N. J.—Free Public Li-	• •	-
brary		1
Jewett, H. S Dayton, O	2	-
John Crerar Library	_	1
K., J. M New York City	1	-
Kansas City, Mo.—Public Library	•	3
Kenyon College		1
Kern, Albert	1	2
Lake Mohonk Arbitration Confer-	•	-
ence, 1900		1
Lane, Miss Alice Dayton, O	1	•
Lawrence, Mass.—Free Public Li-	•	
brary		1
Lecaros, J. C. Dayton, O	1	-
Lehigh UniversityS. Bethlehem, Pa.	-	1
Leland Stanford Jr. University Palo Alto, Cal		3
Levy, F. N	1	v
Light, Rev. E	7	
Lindemuth, Jesse R., Mayor Dayton, O	1	
London, Ont.—Public Library	1	
Lorenz, E. S. & Co Dayton, O	1	1
Los Angeles, Cal.—Public Library		1
LUS Augeres, Cal.—Fubile Library		

Lowe Brothers Co Dayton, O		Pam.
Malden, Mass.—Public Library		1
Massachusetts — Charity, State		1
Board ofBoston	1	
Massachusetts—Prisons, Commissioners of	1	
Massachusetts Institute of Tech-		
nologyBoston		2
Mechanics' InstituteSan Francisco, Cal		1
Medford, Mass.—Public Library		1
Mercantile Library Co Philadelphia, Pa		1
Miami Medical College		1
Michigan—Health, State Board of		4
Michigan University Ann Arbor, Mich.		1
Milwaukee, Wis-Public Library		1
Minneapolis, Minn.—Mayor		
Minneapolis, Minn.—Public Library	1	2
Mount Holyoke College South Bradley, Mass		1
National Cash Register Co Dayton, O	3	
National Education Association	3	
New Bedford, Mass.—Free Public		
Library		1
New England Hospital for Women		
and Children Boston, Mass	,	1
New Hampshire—State Library Manchester, N. H		1
New Hampshire—Library Commis-		
sion Concord, N. H		1
New Jersey-State Library Trenton, N. J	2	
New York (City) Free Circulating		
Library		1
New York (City) Public Library		1
New York (State)—Labor Sta-		
tistics, Bureau of	1	
New York (State)—Library Albany, N. Y	2	
New York (State) University		
New York, General Society of Me-		
chanics and Tradesmen		2
New York, Mercantile Library		1
New York, Metropolitan Museum of Art		1
New York University New York City		2
Newark, N. J.—Free Public Library		5
Newton, Mass.—Free Library		1
Northwestern University Evanston Ill		1

	Vol. Pe	ım.
Oberlin CollegeOberlin, O		3
Ohio—Charities, State Board of		3
Ohio-Dairy and Food Commis-		
sioner	1	
Ohio—Health, State Board of	2	
Ohio—Labor Statistics, Bureau of	2	
Ohio State UniversityColumbus, O		4
Ohio—State University, College of		
Agriculture and Domestic Science		1
Ohio-State University, College of		
Engineering		1
Ohio—State University, College of		
Veterinary Medicine		1
Ohio—State University, Dairy		_
School		1
Ohio-Workshops and Factories,		
Department and Inspection of	1	
Ohio State Archæological and His-		
torical Society	2	
Ohio State Medical Society	1	
Omaha, Neb.—Public Library		1
Oxford Collegian, Oxford College. Oxford, O		1
Paris Exposition, 1900, Commis-		
sioner General for the U.S	4	
Parrott, Miss Emily	4	
Pennsylvania College of Dental		
Surgery		1
Pennsylvania University Philadelphia, Pa		4
Peoria, Ill.—Public Library		2
Philadelpnia, Pa—Free Library		1
Philadelphia Library Company		2
Philadelphia, Pa., Mercantile Library	3	1
Portland, Me.—Public Library	U	2
Potter, W. W	2	
Pratt Institute—Free Library Brooklyn, N. Y	4	1
Princeton University		1
Providence, R. I.—Anthenæum		1
Providence, R. I.—Public Library		3
Redwood Library—Calvert Collec-		J
tion		1
Redwood Library and Athenæum. Newport, R. I		1
Reeve, J. C., Sr Dayton, O	9	1
neeve, J. O., Sr Dayton, U	2	ī

		Pam
Reeve, J. C., Jr Dayton, O	5	1
Reynold's Library Rochester, 'N. Y	1	1
Robbins, Mrs. C. T Dayton, O		1
Rose Polytechnic Institute Terre Haute, Ind		1
St. Elizabeth Hospital Dayton, O		1
St. Giles—Public Library		1
St. Joseph, Mo.—Free Public Li-		
brary		2
St. Paul, Minn.—Public Library		2
Salem, Mass.—Public Library		1
San Francisco, Cal.—Public Library		1
Scranton, Pa.—Public Library		1
Scranton, E. C., Memorial Library. Madison, Conn		1
See, J. W	2	
Seward, G. F New York City	1	3
Smith, F. E Dayton, O	2	
Smith, J. McLain Dayton, O	_	5
Smithsonian Institution	7	1
Springfield, Mass., City Library As-	·	•
sociation		1
Springfield, O.—Warder Public Li-		•
brary		2
Stearns, F. P New York City	4	2
Stewart, Mrs. M. M	1	
	1	
Swan, C. H., Jr		1
Syracuse, N. Y.—Public Library		1
Syracuse University	_	1
Taylor, W. A	1	
Thomas, J. HOxford, O	1	
Toronto, Canada—Public Library		1
Torrey Botanical ClubLancaster, Pa		1
United Brethren Publishing House. Dayton, O	1	
U. S.—Education, Bureau of	1	
U. S.—Library of Congress	1	
U. S.—Military Academy, West		
Point		1
U. S.—Paris Exposition, 1900, Com-		
mission to		1
U. S.—Superintendent of Docu-		
ments	03	
Unknown	1	
Vandergrift Land & Improvement		
CoVandergrift, Pa		1

	Vol.	Pam.
Warner & Swasey	1	
Washington (State) oniversity Seattle, Wash		1
Wellesley College		1
Wesleyan University Middletown, Conn		1
West, Arthur Dayton, O	1	
Western Reserve University Cleveland, O		2
Weymouth, Mass.—Tufts Library		1
William and Mary College Williamsburg, Va		1
Wilmington, Del., Institute-Free		
Library		1
Wisconsin—State Superintendent		
of Public Instruction	2	3
Woburn, Mass.—Public Library		1
Woman's Century Club, National		
Cash Register Co Dayton, O		2
Wooster Voice Wooster, O		1
Worcester County, Mass.—Law Li-		
brary		1
Xenia, O., Library Association		1
Yale University New Haven, Conn		2
Young Women's Christian Associa-		
tion New York City		1
	*341	229

^{*}Eleven volumes not entered in accession book.

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Public Library and Museum OUT TO HAVE

Dayton, Dhío 1903 - 1904



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DAYTON PUBLIC LIBRARY-SECOND STREET FRONT.

FORTY-FOURTH ANNUAL REPORT

OF THE

PUBLIC LIBRARY

AND

MUSEUM

OF

DAYTON, OHIO

SEPTEMBER 1, 1903, TO AUGUST 31, 1904

DAYTON, OHIO PRESS OF J. C. ELY 1905 . • .

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Receipts and Expenditures	17
List of Contributors to the Museum	18
List of Donors to the Library	19

The statistical tables and special reports, not published but summarized in the tabulation on the page following, are as follows:

- 1. Tables of home and reference use of books.
- 2. Miscellaneous office and shelf work.
- 3. Classified accessions for the year.
- 4. Report of Catalogue Department.
- 5. Report upon delinquents.
- 6. Report of the School Department.
- 7. Report upon Library Deposit Stations in school buildings.

BOARD OF DIRECTORS OF THE DAYTON PUBLIC LIBRARY AND MUSEUM

Meetings fortnightly, on Tuesdays at 8:00 P. M.

MEMBERS.

DR. W. J. CONKLIN, President.

S. W. DAVIES, Vice-President.

ALBERT KERN, Secretary.

E. L. SHUEY.

J. C. Ely.

SIGMUND METZLER.

B. B. THRESHER.

STANDING COMMITTEES, 1903-1904.

Finance-KERN, DAVIES, METZLER.

Museum-Conklin, Kern, Thresher.

School and Branch Libraries-SHUEY, ELY, METZLER.

Books and Periodicals, Binding and Replacing-DAVIES, SHUEY, ELY.

Repairs and Supplies-ELY, METZLER, THRESHER.

LIBRARY FORCE

ELECTRA COLLINS DOREN, Librarian.

Head Cataloguer-Linda M. Clatworthy.

Accountant Assistant-MINTA I. DRYDEN.

Library Assistants — Frederick Koch, Minnie E. Althoff, Ethel P. H. Hoskins, Matilda M. Light, Goldie V. Hollings-worth.

Bindery Assistant-Anna C. Baker.

Clerks-*Walter C. Mardorf, *Florus Coan, E. C. Colby.

Branch Library Assistants-Four Normal School graduates on half-time.

Messengers-Seven junior apprentices on one-third time.

Custodian of Museum-Lyman Simonton.

Janitor-EDWARD Y. HARVEY.

LIBRARY AND MUSEUM HOURS.

Library Hours: 8:30 A. M. to 9:00 P. M.

Closed Sundays and legal holidays.

Museum: Afternoons (except Sunday and Monday) from 1:00 to 5:00 P. M. Open on Sunday from May to September, 1:00 P. M. to 5:00 P. M.

PUBLIC LIBRARY DEPOSIT STATIONS.

Open Mondays, Tuesdays, Thursdays, 4:00 to 7:30 P. M.; Saturdays, 2:00 to 8:00 P. M., at the following districts: Seventh, Twelfth, Fifteenth and Eighteenth.

*Resigned.

REPORT OF THE LIBRARY BOARD

To the Board of Education:

The trustees of the Dayton Public Library and Museum herewith submit the report of the Librarian for the year closing August 31, 1904. It contains the usual statistical tables, gives a comprehensive statement of the annual receipts and expenditures and outlines briefly the work for the immediate future. Its text gives abundant proof, not only of the rapidly growing popularity of the Library and Museum, but also that both institutions are meeting in fair degree the object of their founding and must be recognized as powerful and invaluable aids to the culture and progress of this community.

The pressing need for larger and better study and consulting-room facilities forced the Board to add a room (20x40), which is rapidly approaching completion, to the east wing of the building. This will give temporary relief, but, unfortunately, the cost had to be paid out of current funds, which will necessarily curtail our growth along strict library lines for the coming year.

It is not the intention of the Board to ask for a larger appropriation at present, but the increase of expenses incidental to the growth of the Library and Museum will necessitate such a step in the near future. It means either an increase in the tax levy or the abandonment of some of our extra mural work, such as the school libraries and deposit stations, which will be a matter of serious regret to many. We have reason to believe that there is not a tax-payer in the city who has familiarized himself with the details of the work, as it is being carried on today, who would seriously entertain the latter alternative.

We desire to acknowledge the gift from Dr. Plattfaut of a large oil painting, "The Flight into Egypt." Aside from its intrinsic value as a work of art, the painting appeals to Daytonians because it comes from the studio of one of her gifted sons, Mr. Otto Beck.

Respectfully submitted,

W. J. CONKLIN, S. W. DAVIES, ALBERT KERN, E. L. SHUEY, J. C. ELY, SIGMUND METZLER, B. B. THRESHER,

The Dayton Public Library and Museum Board.

DAYTON PUBLIC LIBRARY.

Tabulated Statement of the Work for the Year Ending August 31, 1904.

		В				V 101	٠.						
	Н	OME	AN	ID R	FFE	REN	E	USE.					
LIBRARY	Days	Fiction	%	Juv.	76	Juv. Class.	%	Classed	%	Total	.%	Refer- ence.	Grand
Main West Brauch Hast Branch Henry Street Riverdale School Library	208 208 208 208 208	4.385 5,190	51.2 38.1 33.2	2,83 2,79 4,61 3,19	51 16 2 32 21 2 90 24 3 14 31.7 16 35 8	4,208	13.3	2,040 2,36; 2,30;		11,456	30.	2 667 4,373 1,757 4,229	15,820 15,820 17,08
TOTAL		80,472		36,19	5	17,881		32 586		167,134		77,968	245,102
PER CENT		48.		21.		II.		20.	~ 1	100.			
						. *		······································			_		
Cards were renewed for. New cards were issued to INVENTORY, Total volumes recorded	AC	CES	 SIC 3	3,114 ONS SPE	S, C. ECIA	ATA L.	LC	oks i	ING		UI	'INE	, 64,874
Cards were renewed for. New cards were issued to INVENTORY, Total volumes recorded	AC	CES	SIC 8 1874	ONS SPE INVE	V. S, C. ECIA SINTOI	ATA L. iv.	LC.	OGU	ING	RO	U 1	line	64,874 6,118
Cards were renewed for. New cards were issued to INVENTORY, Total volumes recorded Less total volumes canc Showing total volumes ACCESS	AC to dateled aumes	CES	SIC 8 1874 elve	ONS SPE INVE	V. S, C. ECIA SINTOI	ATA L. iv.	LC.	OGU	ING	F, RO	U 1	TINE	64,874 6,118
Cards were renewed for. New cards were issued to INVENTORY, Total volumes recorded Less total volumes canc Showing total volumes ACCESS	AC to dateled aumes	CES:	SIC	ONS SPE INVE	V. S, C. ECIA SINTOI	ATA L. ay.	LC Lugu	OGU	ING	1904.	UT	TINE	64,874 6,118
Cards were renewed for New cards were issued to INVENTORY, Total volumes recorded Less total volumes canc. Showing total volumes canc. Fiction Circulating 958	AC to da eled :	CES	SIC STATE OF THE S	ONS SPE INVE	V. S, C. ECIA SINTOI d acti	ATA L. RY. ive, Ai nding	LC LC	ooks 1	ING	1904.	UI	TS Total	64,874 6,118 58,750
Cards were renewed for New cards were issued to INVENTORY, Total volumes recorded Less total volumes canc. Showing total volumes canc. Fiction Circulating 958	AC to da eled umes sions	CESS ate since 1 on she For CHASE Juv Fictio 497	SIC (874 elve THE	ONS SPE INVE	Class 1,940 2,415	ATA L. RY. Ve, Ai NDING 43 5 10 6 53	LC LC	OGU	ING	1904.	UI	TS Total	58,75 58,75
Cards were renewed for New cards were issued to INVENTORY, Total volumes recorded Less total volumes canc Showing total volumes canc Circulating Piction Circulating 958 Totals 958	AC to da eled umes sions PURC 22 22. plica aloguies in ation BLLA	CESS ate since i on shi FOR ' CHASE Juv Fictio 497 497 tte or r ued n officia	SIC (874 elve THE	3,114 ONSSPE SPE SSPE INVE SSANGE VE \$ 111. 55.785 26,432 1 55.955 21,594 1,893	V. V	ATA LL. AV. AV. AV. AV. AV. AV. AV	LIN agfordiby V vook there in grant 1 see	ooks 1 OGU	ING 1904 1904 1903 61 1903 61 1908 d Ju ope	Igo4. Igo4. RNLAR Igo4. d, 52 we asy, Novaerhibit	GBI GBI GBI GBI GBI GBI GBI GBI GBI GBI	TS Total 3,483 1,006 4,489 ACTI ly mee	58,750 78. 22. 190. VITIE: etings

REPORT OF THE LIBRARIAN

To the Board of Directors of the Dayton Public Library and Museum:

Gentlemen: I have the honor to submit the annual report for the fiscal year ending August 31, 1904, it being the fortyfourth for the Library and the eleventh for the Museum.

An epitome of the Library's work during the year is given in tabulated form on the preceding page. As this form of presentation admits of a complete survey of the work at a glance, the usual summary of statistics is omitted.

LENDING DEPARTMENT.

From several points of view the work of this department is gaining in interest as the strategic centre of influence in the Library. Liberality in construing the rules governing borrowers has been attended with good results. The principal innovations have been as follows:

Reserve Postals.—The privilege of reservation of popular books by postal card has been the means of prolonging interest in many instances where otherwise the books would have passed out of notice and been forgotten. Nearly seven hundred requests for books to be reserved have been filed within the year.

Age Limit for Children.—At the Deposit Stations (or branches) the same rules and regulations obtain as at the Main Library, except in the case of restriction as to the age when children may become card-holders. The rule limiting the privilege to children ten years of age and over has been practically ignored at all of the stations, the ability to read and carefulness in handling books having been substituted as a test of fitness rather than that of age. Thus far the plan has worked well.

Two-Book System.—With the adoption of the two-book system (April 1, 1904), by which any card-holder has the privilege of drawing two books at a time, in addition to the liberal provisions for students and teachers who require a greater number, the regulations for borrowers have been given the largest scope for fostering the circulation of good books. On account of the number and variety of books in the collection at the Main Library, the effect of this rule in reducing the percentage of fiction read, is more apparent than at the deposit stations. A comparison of fiction percentages for

1903 and 1904 develops the interesting fact that while there is an evident gain of 1904 over 1903 in favor of non-fiction throughout the year, the gain in the last six months is nearly double that of the first six, when the rule of one book only to each card-holder was still in force.

Character of the Reading.—The total circulation of nonfiction from the Main Library, deposit stations and school department is 31 per cent. being 5.3 per cent. greater than that of last year, and the largest in the history of the Library.

A comparison of the figures for the past ten years shows (1) that the total amount of home reading taken from the Library in the last year has increased 61,000 volumes, or 57.5 per cent.; (2) that its character has improved 17.2 per cent.; (3) that the number of volumes used for reference work has more than doubled; and (4) that, including Museum privileges, and other important changes and extensions in public service, the cost for books and administration is practically the same for each volume of book service to the public.

It is believed that in addition to the liberalizing of the rules for borrowers, other important factors in the improvement in respect to the reading of non-fiction have been (1) carefulness in selection of books for purchase and (2) the better equipment of the assistants directly in charge of the issue of books to the public. There is evidence that the library training of Normal School students has borne direct fruit in this particular.

Deposit Stations.—The work of the four deposit stations in school buildings, owing to limited quarters, has thus far been concerned chiefly with the issue of books and such direction of children's reading as the assistant could give while conducting the general routine. All work of registration of borrowers, loan records, including notification of delinquents, invoice, and simple repair of books, as well as shelf order, has been carried on at the Main Library and stations by the Normal School assistants. In the course of the year, eleven young women have been employed in this work.

The deposit stations (except West Side) have been open four afternoons a week since August, 1903 (13 months); since September, 1903 (12 months), the total issue of books for home reading for the latter period has been 49,708 volumes; the largest from any one branch being that from Henry Street, 15,325 volumes, and the smallest from Riverdale, 8,930 volumes. A little less than one-fourth (2,415) of the active card-

holders are recorded from these stations; 41.3 per cent. of books issued were to children being higher by 22 per cent. than the percentage of the Main Library issue to children. At the latter but 3 per cent. of the children's reading is from classed books (non-fiction), whereas the branches show 14.2 per cent. This difference is largely due to the character of supervision of children's reading, and points to the possibilities in store with a children's room under the supervision of a special assistant.

The School Department.—The School Department has been an efficient means of distribution of books since 1897. In the past year there were circulated for home use from a collection of 3,500 volumes, 11,487 volumes, of which 52.1 per cent. were non-fiction.

Until this year the selection of books for this department has been restricted to those suitable for the fourth grade and above. The introduction of books for the lower grades, including picture books (500 volumes), has been widely appreciated. Every book for these grades was out all year, and only about one-third of the demand for them could be met.

The statistics of this year's work show that 68 per cent. of the book service for the public is through the medium of the lending department of the Library.

CONSULTATION AND REFERENCE.

Consultation of books in the Library has expanded into reference or research work. In this Library as in most others of its class, only a partial record of such reading is possible; statistics are, therefore, well within the facts of the actual use of the library in this way.

The increase in amount of reference work over last year is rather less than usual (1,456 volumes). In spite of a meager supply of books and crowded accommodations, the deposit stations show a total of 13,000 volumes read at the tables, being about one-sixth of the consultation for the entire Library. The East Branch leads the others in this respect.

At the Main Library, reference work has divided itself naturally into two groups, that for the High School and that for the general public. The former follows closely the lines of the school work in English, history, civics and botany. In addition to the reserves made for reference for the several instructors in these subjects, much individual and special work has been required of the Reference Librarian, especially in dealing with documents and matters for source work.

In the work for the latter class, i. e., the general public, the types of call are various, among which may be noted a few that are of perennial occurrence: (1) The specialist who has

his subject well in hand and simply wishes to verify particulars; (2) members of study clubs (literary, social and religious) who have definite subjects to work up; (3) teachers or leaders of special classes; (4) the literary marksman or prizehunter, whose chief interest seems to be in working out puzzles and the prize offers of newspapers and magazines.

All of these calls are the occasion of special effort upon the part of the Reference Librarian. There is, however, other work which underlies and determines the demands upon him from classes two and three very much as the course of study determines the calls of the High School students. This is the constructive work of selection and correlation of subjects for the annual club calendars, and the working up of the literature of each from the field of general bibliography in order to cover adequately the subdivisions of the subjects as given out for treatment by individual club members. This is the Librarian's part in reference work and influences recommendations for purchase. To support the specific programs as far as may be, the recommendations for book purchase are therefore carefully considered as to authority, suitability, etc.

A field of reference work heretofore practically untouched by this Library for lack of help and reading-room space has been the range of school subjects for the grammar grades. During the summer vacation, preparation of material has been made by Normal School students under the Librarian's direction, bearing definitely upon the specific term work in each grade in geography, history, physics, botany, etc. Based upon this study, definite reference work, including some practice for the children in using simple indexes, will be undertaken at the Main Library and deposit stations in the coming year. At all of these points, books will be placed for use as reference helps to both teachers and students.

In the course of reference work for High School and club students, it has been found of great value to have a separate room for book conferences, or round tables, with groups of students. During the past two summers the school library room, the only available space in the building, has been utilized for this purpose. Here there have been, in addition to the conferences, meetings of teachers to examine book exhibits, and of other patrons of the Library for out-loud reading and discussion. With the opening of the children's reference study, as outlined above, in this room, a very important privilege will have to be withdrawn or else provided for by setting apart Room 7, when it is available after the new study hall is opened.

The crowning work of the year, perhaps, is the erection of an addition to the building, to be used as a study hall, instead of introducing a gallery in the bookstack, as had been contemplated, and for which funds had been reserved. Work was begun upon the excavation July 14th, and the room will be ready for occupancy in the near future.

CATALOGUE DEPARTMENT.

The report of the head of the Catalogue Department not only shows an increase in amount of work accomplished, but that varied lines of interest are carried by different members of the department. Five thousand seven hundred and eighty-five volumes were completely classified and catalogued, engaging a total of less than full time of three assistants. The report in brief, as submitted by the head of the department, follows:

In explanation of the statistics for the year's work, the following facts may be necessary: (For statistics see statistical summary.)

1. New books added to the Library and its four branches have exceeded the additions of the last year by 1,586 volumes.

- 2. Other material not strictly books and not requiring full cataloguing but necessitating the working out and keeping up of new records, have been added to the amount of 400 works...
- 3. All current purchases have been recorded, and the total volumes catalogued exceeds that of last year by 1,032 volumes, plus partial records of 400 works (not books). Necessarily the work of recataloguing the old library has suffered, only 337 volumes having been done. This, however, is offset by the fact that the books catalogued have been those most in demand. The complete set of books upon missions has been fully catalogued and the collection placed at the service of a large number of students throughout the city.

NEW LISTS OPENED.

1. Hungarian collection: Books in the Hungarian language.

2. Home libraries: Records separate accession register

and shelf-list and book-slips.

3. Storage collection: Includes old editions entirely superseded by new purchases, gifts, duplicates, and other books not in sufficient demand or of sufficient value to be given room on the open shelves, yet which are not to be canceled or sold. Books are kept in basement and records stamped "Storage."

SPECIAL LINES OF WORK.

- 1. Weekly out-loud readings for the blind were begun September 20, 1903. The work is carried on by volunteers under the direction of Miss Matilda Light, in addition to her regular services in the Catalogue Department. There have been fifty-two meetings, with an average attendance of twelve or fifteen persons at each. Several musical and literary entertainments of various kinds have been given by the club itself, or by its friends. A donation of six volumes in point type for the blind was made to the Library by Mr. Wm. Hurt, and two volumes by Miss Carrie E. Phelps. The Library Board has also added to the collection by subscription to several periodicals printed for the blind. (For a more complete report of this work, see article contributed to April number of Public Libraries, by Miss Light.)
- 2. There have been several home libraries opened in various parts of the city by volunteer service, also under Miss Light's direction, and there is prospect of fruitful opening for this work among the Hungarians on the West Side. Deposit stations of 100 volumes each were also opened at the Dayton Last Works, N. C. R. Extension, and at the Educational Rooms of the Jewish Council of Women. The work of these was under the supervision of Miss Althoff.

Foreign Books.—A collection of Hungarian books has been opened by the Library at the Y. M. C. A. rooms on the West Side, where it has been received with enthusiasm. There continues to be a demand also for German books which should be met by larger purchases of current German literature.

MUSEUM.

It is a noticeable fact that the Louisiana Purchase Exposition in St. Louis has stimulated the museum interest everywhere, and this influence is plainly felt here in both an increased attendance and interest.

The Custodian's report estimates that the attendance has more than doubled during the past year. It is especially gratifying to note that a large proportion of this attendance is drawn from the pupils by whom the natural history collections, especially those of birds, shells and mammals and the anatomical models have been more studied than any other.

Recent statistical reports upon public libraries indicate that the museums in connection therewith are becoming permanent features of municipal educational resources. A further and significant amplification of the idea is the development of the commercial museum, showing raw materials of commerce, and manufactures, models of machinery, etc., which may or may not be distinctly local. Traveling collections for schools are also another development of importance. In a manufacturing community such as Dayton, exhibits of this character would have a special significance for artisans, manufacturers, teachers and students were it possible to provide them.

The limited space has called for the greatest care in accepting exhibits. Among the more recent notable ones are important additions to the Philippine collection, to the anatomical models (eye, ear, tongue, etc.), and to the Civil War relics.

CONCLUSION.

Growth.—The main facts made apparent by a survey of the report and statistics of the past year's work, taken in connection with those of former years, are (1) that the Library has made steady and important advancement in the past decade; (2) that its most rapid development in all directions, but particularly as regards public service, has been within the past two years, and (3) that the character of this later development marks an era where the Library distinctly passes from the class of small libraries to that of the larger city library; its administration being differentiated from the former by the fact of having to consider provisions for books and service for dependencies and extensions, such as the School Department, children's work, deposit stations, Museum, and special reference rooms.

Recommendations are submitted looking (1) to provisions for the exigencies of immediate work; (2) to the maintenance of those policies under which the Library has found conditions favorable to its growth.

Outlook.—Owing to the twofold character of its foundation, the institution of the Library and Museum offers an exceptional opportunity for interpreting popular education, to mean

for this city certain definite things. These are:

Public reading-rooms as pleasant gathering places of the neighborhood, in combination with branch libraries or deposit stations for the distribution of books, nearer to the homes of the people than the Main Library (i. e., for localities outside of a radius of one and a half miles from the Main Library); such reading-rooms to be adequately housed wherever possible with the school building of the district.

(2.) More accommodations in reading-room space, light and heat at the four deposit stations, or branch libraries,

already established in school buildings.

Such provision is entirely dependent upon the action of the Board of Education.

(3.) Provision for a children's reference and circulating department on the first floor of the Main Library.

(4.) Enlarged provisions for space for the Museum to extend its work in definite educational lines, e. g., travelling collections for the schools and industrial and commercial museum.

Income.—The present resources of the books and museum collections made available by the assistance of trained librarians are taxed to the full extent to meet the calls which come each day from all classes of citizens. The possibilities of the Library and Museum so strongly indicated by this public demand upon them should be further provided for by an increased income. The library law of the State provides that taxation for the support of libraries may be up to the limit of one mill on the dollar valuation. Although carrying a double service, such as but few libraries in the country render, the provision has been, for the Dayton Library, far within this limit, being less than half the legal amount. Many libraries which render the kind and amount of service rendered by the Dayton Library enjoy an income of from five-tenths to seventenths of a mill on the dollar valuation. That of Dayton is but four-tenths.

Acknowledgements.—The extensions of recent years in its service to the public, as previously noted, would have been an impossibility without the co-operation of many factors, not least among which may be mentioned that of a zealous and competent staff of Library assistants, to whom and to the Library Board special acknowledgements are due.

Respectfully submitted,

ELECTRA COLLINS DOREN,

Librarian.

STATEMENT FROM GENERAL LEDGER.

Year ending August 31, 1904.

Receipts.

Balance on hand August 31, 1903 (including building fund)	7 21
Received from tax duplicate of June, 1903 8,675	
Received from tax duplicate of December, 1903 9,478	
Total	\$23,191 68
Expenditures.	
Books and periodicals\$5,320	0 68
Binding 572	2 87
Fuel and light 800	6 90
	8 00
	3 54
Salaries of Library force 8,700	0 83
Care of building and Museum	
•	2 46
	1 45
	0 28
	8 88
Total	\$18,355 85
Balance (including building fund)	\$ 4,835 83
Receipts and expenditures of money collected in I	Library.
Year ending August 31, 1904.	
Receipts.	
Receipts.	
-	\$ 635 13
Balance on hand August 31, 1904	7
Balance on hand August 31, 1904	7
Balance on hand August 31, 1904	4 59
Balance on hand August 31, 1904	4 59 5 00 489 59
Balance on hand August 31, 1904	4 59 5 00 489 59

CONTRIBUTORS TO THE MUSEUM

Dayton, O.

Baker, C. A. Black, E. O. Bornstein, Mose. Brett, Miss M. C. Brown, Newton. Bittler, Rose. Clarkson, O. G. Coblentz, W. J. Conklin, Dr. J. W. Conover, Wilbur. Crawford, McGregor & Canby Co. Doberck, Mrs. H. E. Dresler, Harvey. Haugh, Jacob. Heeter, James. Heffner, G. W. Hill, Horace M. Humphrey, Dr. C. H.

Kern, Albert. Lin, Henry. Makley, M. H. Makley, W. H. Mudge, Mrs. A. E. Neis, Ira. Thomas, Dr. J. B. Thresher, Mrs. B. B. Reid, W. J. Schwegel, C. Scott, Rev. Samuel. Simonton, C. W. Simonton, L. Starry, W. H. Steward, Capt. T. L. Swiers, Miss Alma. Whitney, Rev. C.

Quebec, Canada. Beemer, Harrison.

Ontario, Canada. Schaefer, W. E.

Eaton, O. Schuyling, J.

Xenia, O. Wright, P. A.

Houston, Texas. Tamoraz, John.

DONORS TO THE LIBRARY.

For the year ending August 31, 1904.

	Vol. P	am. I	er.
Adelbert CollegeCleveland, O	. 1		
Adriance Memorial LibraryPoughkeepsie, N. Y		1	
Alabama—Geological Survey		1	
Alaska Packers Association	. 1		
American Book CompanyCincinnati, O		1	
American Congregational Association Boston, Mass		2	
American Journal of PsychologyWorcester, Mass		1	
American Museum of Natural History. New York City, N. Y		2	
Amherst College Amherst, Mass		1	
Antioch College Yellow Springs, O	,	1	
Arnold, J. O	. 1		
Atlanta, Ga., Chamber of Commerce		1	
Attleboro Mass Public Library		1	
Barnard, J. W	. 1		
Bell, H. W New York City	Ī		
Beveridge, Albert JIndianapolis, Ind	. –	1	
Biblioteca MunicipalGuayaquil, Ecuador		4	
Boston, Mass., Public Library		3	8
Boston, Mass., Associated Charities		Ĭ	•
Boston, Mass., Museum of Fine Arts		4	2
Bowdoin CollegeBrunswick, Maine		i	_
Bridge I H London Eng		_	
Bronson Library Fund Waterbury Conn	_	1	
Brookline, Mass., Public Library		ĩ	4
Brooklyn, N. Y., Public Library		2	7
Brooklyn Institute of Arts and Sci-		_	
ences Brooklyn, N. Y		2	
Brown UniversityProvidence, R. I		2	
Buffalo, N. Y., Public Library		ī	
Cambridge, Mass., Public Library		ī	
Carnegie Free Library Allegheny, Pa		2	
Carnegie Free Library and Carnegie		_	
ClubBraddock, Pa		1	
Carnegie Library		ī	
Carnegie Library Nashville Tenn		ī	
Carnegie Library	1	-	
Carnegie Public LibraryBradford, Pa	_	1	
Case School of Applied ScienceCleveland, O		ī	
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Cellarius, F. J	7	_	
Charity Organization Society New York City	•	1	
Chautauqua Conference	1	-	
Chicago—Public Library	_	4	2
Chicago—Public Works, Department		•	_
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Chicago University	ī	1	
Chickering & Sons Boston, Mass	ī	-	
Cincinnati, Ohio—Public Library	-	5	2
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Cincinnati Chamber of Commerce and Merchants' Exchange	2		
Cincinnati. Ohio. Museum Associa-		2	
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Colorado UniversityBoulder, Col		1	
Columbia University		1	3
Conklin, W. J., M. D. Dayton, Ohio	25	•	
Connecticut—State LibraryDayton, Ohio	1 8	1	
Davenport, Iowa—Free Public Li-	0		
brary		1	
Dayton, Ohio—Board of Trade		2	
Dayton, Ohio—Education, Board of	1	_	
Dayton, Ohio—Police Department		1	
Dayton Daily News Co	2		
Dayton Evening Herald Co	3		
Dayton, Montgomery Co. Reporter			
Decatur, Ill.—Free Public Library		1	_
Denver, Col.—Public LibraryGreencastle, Ind		2 1	1
Detroit, Mich.—Public Library		2	
Detroit, Mich., Museum of Art			1
District of Columbia—Public Library	1	1	
Dover, N. H.—Public Library		3	
Drew Theological SeminaryMadison, N. J Drew Theological Seminary—Library. Madison, N. J		3 2	
Drexel Institute of Art, Science and			
IndustryPhiladelphia, Pa	•	3 1	
Duluth, Minn.—Public Library	i	1	
Entomological SocietyOntario, Canada		1	
Erie, Pa.—Public Library	1	1	
Evanston, Ill.—Free Public Library		1	2
Farnsworth, S. T	. 1	2	
Frazee, Miss Lizzie	2	2	
Friends' Free LibraryGermantown, Pa	,	1	
Gloversville, N. Y.—Free LibraryGrand Rapids, Mich.—Public Library	•	1	
Harper Brothers	. 1	-	
Harshman, Mrs. GeorgeDayton, Ohio Hartford, Conn.—Public Library	. 1	1	
Harvard University	. 1	i	
Haverhill, Mass.—Public Library		1	3
Helena, Mont.—Public LibraryMillersville, Pa	1		1
Houston, W. CPhiladelphia, Pa	·i		

DAYTON PUBLIC LIBRARY.

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Hughes, Miss ElizabethDayton, Ohio Iddings. Daniel and AndrewDayton, Ohio	1	L AIII. F	CI.
Illinois—Penitentiary	1	2	4
Indian Rights Association	1	1 2 4	
Iowa Library Commission			2
Jackson, Mrs. J. P	i	1	2
Jewett, Dr. H. S	118		2
icaPhiladelphia, Pa Kansas City, Mo.—Public Library		1	
Knights of Columbus		1	9
Leland Stanford Junior UniversityPalo Alto, Cal Lewis Institute Chicago III		i 1	•
Literary News Long, W. E	1	1	9
Lydenberg, H. M		21	4
Lynn, Mass.—Park Commissioners	. 1	1	
Madison, Wis.—Free Library		· 1 1 1	
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Memorial Library Association Mansfield, Ohio Miami Medical College		1	
Miami Valley Hospital Society Dayton, Ohio	,	1 1 1	
Michigan—Health, State Board of		1	
Michigan University Ann Arbor, Mich Mills. W. C. Columbus, Ohio	1	i	
Milwaukee, Wis.—Public Library		1 3	
Minnesota—State Library Commission Montclair, N. J.—Free Public Li-		1	
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National Cash Register CoDayton, Ohio		3	2

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National Educational Association	1		
brary		1	5
New England Hospital for Women and ChildrenBoston, Mass		1	
New Hampshire—State LibraryConcord, Mass New Haven, Conn.—Free Public Li-	2	1	
brary New Jersey—State Library	1	1	3
New York (City)—Croton Aqueduct Board		1	
New York (City)—Education, Department of		1	
New York (City)—Parks	1	1	
New York (City)—General Society of Mechanics and Tradesmen		1	
New York (State)—Labor, Department of	2		1
New York—Mercantile Library New York—Public Library		1	1 9
Newark, N. J.—Free Public Library		2 1	
Newton, Mass.—Free Library		ī 1	
North Adams, Mass.—Public Library		1 1	
Northwestern University Evanston, Ill Oberlin College Oberlin, Ohio		2	
Ohio—Agriculture, State Board of	9	2	
Ohio—Building and Loan Association, Bureau of	2		
Ohio—Common Schools, Commissioner of			
Ohio—Dairy and Food Commissioner Ohio—General Assembly	1	2	
Ohio—Geological Survey			4
Ohio—Health, State Board ofOhio—Insurance, Department of	8		4
Ohio—Labor Statistics, Bureau of	3		
Ohio—Ohio UniversityAthens, OhioOhio—Railroads and Telegraphs, Commissioner of		3	
Ohio—Secretary of State	2		
Ohio—Statistics, Commissioner of	5	1	
Ohio—Workshops and Factories, Department of Inspection of		•	
Ohio Archaeological and Historical			
Society	1		
Ohio Electric Light AssociationOklahoma Law Journal			1
Omaha, Neb.—Public LibraryWilkes-Barre, Pa		1	5
Ottumwa, Iowa—Public Library		i	7

DAYTON PUBLIC LIBRARY.

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Paterson, N. J.—Free Public Library		1	
Pasadena, Cal.—Public Library	•	•	8
Pattison, W. M., Supply CoCleveland, Ohio	. 1		Ü
Pennsylvania College of Dental Sur-			
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Pennsylvania UniversityPhiladelphia, Pa	•	3	
Peoria, Ill.—Public Library	•	ĭ	
Pets and Animals	•	•	2
Philadelphia, Pa.—Free Library	•	1	_
Philadelphia City Institute	•	2	
Philadelphia Library Company	•	2	1
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Providence, R. I.—Athenaeum	•	i	
Providence, R. I.—Public Library	•	1	
Quincy, Ill.—Free Public Library	•	î	2
Redwood Library and Athenaeum Newport, R. I	•	i	2
Reeve, J. C., Sr., M. D	. 3	_	
Reynolds LibraryRochester, N. Y		1	
Richards, L. S	. 1	1	
Robert, J. A Cincinnati, Ohio	. 1	1	
Rogers, Mrs. FairmanPhiladelphia, Pa	. 1	1	
Rose Polytechnic InstituteTerre Haute, Ind		1	
Routzahn, E. G	. 1	1	
St. Elizabeth HospitalDayton, Ohio		1	
St. Joseph, Mo.—Public Library	•	1	2
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Salem, Mass.—Public Library	•	i	7
San Francisco, Cal.—Public Library		3	7
School of Industrial Art of the Penn-	•	3	,
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Scott, F. JToledo, Ohio	. 1	_	
Scranton, Pa.—Public Library		4	2
Simmons CollegeBoston, Mass		2	2
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Society of Arts and CraftsBoston, Mass	. 2	ĺ	
Society of Old Brooklynites	. 1	1	
Somerville, Mass.—Public Library		1	
Springfield, Mass.—City Library As-	•	•	
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Squires, W. H	. 1	•	•
Stearns F P Roston Mass	. i		
Stearns, F. PBoston, Mass Syracuse, N. Y.—Public Library		1	
Syracuse UniversitySyracuse, N. Y	•	i	
Tingley, F. F	. 1	_	
Toronto, Canada—Public Library		1	
Torry, DolphusDayton, Ohio	. 1		
Townsend, A. JustinLynn, Mass		1	
U. S.—Military AcademyWest Point	•	i	
U. S.—Superintendent of Documents	323		
U. S.—War Department	. 1		
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Wellesley College		1	
Wesleyan University		1	
Western Reserve UniversityCleveland, Ohio		1	
Weymouth, Mass.—Tuft's Library		1	
Whayman, H. WColumbus, Ohio	. 4		
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Public Instruction	. 1		
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Worcester County, Mass.—Law Li-			
brary		1	
(The) WriterBoston, Mass	,	1	
Yale UniversityNew Haven, Conn		2	
Young Women's Christian Associa-			
tion New York City		1	



Public Library AND MUSEUM

Dayton, Ohio

Annual Report 1906-07

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ANNUAL REPORT

of the

Dayton Public Library and Museum

September, 1906—August, 1907

DAYTON, OHIO UNITED BRETHREN PUBLISHING HOUSE 1908

BOARD OF TRUSTEES OF THE DAYTON PUBLIC LIBRARY AND MUSEUM

Meetings fortnightly, on Tuesdays at 4:30 P.M.

MEMBERS

Dr. W. J. Conklin, President

S. W. DAVIES, Vice-President

ALBERT KERN, Secretary

E. L. SHUEY

J. C. ELY

SIGMUND METZLER

B. B. THRESHER

STANDING COMMITTEES, 1906-07

Finance—Kern, Davies, Metzleb
Museum—Conklin, Kern, Thresher
School and Branch Libraries—Shuey, Ely, Metzler
Books and Periodicals, Binding, etc.—Davies, Shuey, Ely
Repairs and Supplies—Ely, Metzler, Thresher

LIBRARY STAFF

LINDA M. CLATWORTHY, Librarian.
MINTA I. DRYDEN, Accountant assistant, on half time.
NELLIE E. MAGINNIS, Office clerk.

MINNIE E. ALTHOFF, Head of Loan department.
FRED H. Koch, Reference and Shelf department.
MATILDA M. LIGHT, Head cataloger.
ETHEL P. H. Hoskins, in charge School Library and Children's work.
MAGDALENE NEWMAN, Assistant cataloger.
ELIZABETH B. DOREN, Assistant cataloger, on half time.
CARRIE S. BENCH, Accession clerk.
*MARY L. ELY, School Library assistant and cataloger.
E. C. Colby, Loan clerk.
Herbert May, Loan and shelf clerk.
ANNA C. BAKER, Bindery assistant.

THERESA C. WALTER, Henry Street Branch librarian. CORA ROSENTHAL, West Branch librarian. AMY KIEFER, East Branch librarian. MYBTLE SWEETMAN, Riverdale Branch librarian.

LYMAN SIMONTON, Custodian of Museum.

EDWARD Y. HARVEY, Janitor.

Four Senior Messengers and two Junior Messengers on part time.

*Appointed July 1, 1907.

LIBRARY AND MUSEUM HOURS

Library Hours: 8:30 A. M. to 9:00 P. M.

Closed Sundays and legal holidays.

Museum: Afternoons (except Sunday and Monday) from 1:00 to 5:00 P.M.

BRANCH LIBRARIES IN SCHOOL BUILDINGS

Open Monday, Tuesday, Thursday, and Saturday afternoons and early evenings.

East Branch—Fifth District School, E. Fifth & Findlay Sts.
West Branch—Seventh District School, W. Fifth & Barnett Sts.
Henry Street Branch—Twelfth District School, Henry St.
Riverdale Branch—Eighteenth District School, McDaniel St.

REPORT OF THE LIBRARY BOARD

To the Board of Education:

The Trustees of the Dayton Public Library respectfully submit the following report for the year ending August 31, 1907.

It contains the usual statistical tables showing the doings of the Library and Museum during the year, together with a tabulated statement of the receipts and expenditures.

Special attention is asked for the report of the Librarian, which briefly touches upon some features of the year's work and aptly illustrates the adaptability of modern library methods to the changing conditions in our city. The report as a whole shows satisfactory progress in every line, and especially in the effort to meet the growing needs of the children and of the artisan class.

We realize full well that it is not an opportune time to press the necessity for an addition to the present building, and yet the urgency is such that the issue must be squarely met in the very near future.

Every available foot of floor and wall space has been utilized, and the overcrowded condition of all departments is well known to every patron.

Unless additional room is secured, the management cannot successfully meet the legitimate demands of the reading public. The library is an important factor in the educational life of the city, and we feel sure that the citizens of progressive Dayton will not tolerate any policy which fails to secure the highest and best results in library work.

W. J. CONKLIN S. W. DAVIES ALBERT KERN E. L. SHUEY J. C. ELY SIGMUND METZLER B. B. THRESHER.

REPORT OF THE LIBRARIAN

To the Board of Trustees of the Dayton Public Library and Museum:

Gentlemen: Herewith is submitted the annual report for the year ending August 31, 1907, it being the fortyseventh for the Library and the fourteenth for the Museum.

Full statistical accounts of the various departments are on file in manuscript at the Library. The printed report, fifteen hundred copies of which are distributed among Dayton citizens and other libraries in this country and abroad, is therefore devoted to a more general survey of work accomplished and to the outlook.

The keynote of the report this year is the Library as a social force in city life, offering opportunity for education, uplift, and information, as well as wholesome entertainment to all classes of citizens.

Circulation of Books

The number of books circulated was 218,488, an increase of 6,787 over that of last year and the largest in the history of the Library.

No account has been kept of the use of books within the building, but at least the usual average of about 65,000 volumes has been maintained.

Borrowers

There are 28,951 people enrolled as patrons of the Library. During the year 5,029 people either enrolled for the first time or renewed their two-year cards. Among the new patrons whom the Library has attracted, the children have led, and among the men the artisans have come in largest numbers, especially from the machine shops.

Nearly 5,000 pupils in the city schools have library cards. Two hundred and twenty-four teachers made use

of their special teachers' cards during the year and 265 special students, both of these unusual numbers.

Only eighteen residents of the county outside the city limits took advantage of their privilege of drawing books from the Library, at the annual fee of three dollars.

Character of the Reading

Fiction bulks the largest in circulation in our Library, as in all others. The average per cent. of fiction circulated from all agencies has been 54%. It has been lowest at the points of closest supervision, the schoolrooms, and highest at the branch libraries. The character of the reading in the main Library children's room is being closely watched and improved by the children's librarian as she is given opportunity for advice and assistance in the selection of books.

The term "fiction" in our report includes all standard authors, as well as modern fiction, no novels being classed as "literature" in our statistics, though many really are, such as those of Jane Austen, Charlotte Brönte, Trollope, Dickens, Thackeray, Scott, Meredith, Hawthorne, and some other nineteenth-century novelists, who are being continually read from the fiction shelves.

The Library does not buy a large proportion of the new fiction from the press. The Book Committee and others try to select with care only such novels as are worth while to a fair proportion of our community. Our purpose is to have a selected list of good novels on our shelves and plenty of duplicate copies, so that the Library's influence may be toward good ethics and literary taste.

In the adult Library the class of readers who come for books with serious purpose is steadily broadening. These books, which we report as "classed" in distinction from "fiction," being used for longer examination or for study, do not count up in circulation statistics as do the modern novels which are read overnight; but aside from statistics, we have reason for encouragement in the reach of the Library's attraction to students and workers.

Book Buying

The total number of volumes added during the year was 5,240, of which 329 were gifts, 1,095 were duplicates, and 818 replaced canceled volumes. The school library collection received 780 volumes, the children's room 763, and the branch libraries 659 volumes. In all, 2,264 books were added to the main Library, which were new to the collection.

Catalog Department

Work upon 5,554 volumes has been entirely completed during the year. This includes accessioning, classifying, and cataloging all books added to the Library, as well as 191 volumes from the "old library." These latter books include the last of the Shakespeare collection, works on German history and literature, and miscellaneous volumes as called for. Partial work on the old library collection of poetry and drama is done, and this collection of 350 volumes will soon be entirely thrown into the new library.

Special work of the department has been the revision of the classification of books in electricity, which were brought together under 621 from the three locations formerly given them by the D. C. We are indebted to Pratt Institute Library for the extension of 621.3 now in use. The cataloging and classifying of the Medical Library has also been the especial care of Miss Light, head cataloger.

During the summer an author, title, and subject catalog of children's books has been opened in the children's room. This is being accomplished by the transfer of the cards for children's books from the adult catalogs. The duplicate author and title catalog now in the children's room will eventually be revised for completeness and the cards inserted in the general adult catalogs, together with a few duplicate subject-cards for material also suitable for adults. This work will be completed in 1908, and, after some subject revision and simplification, will be an excellent catalog for the children's room. Teachers will then be invited to teach their pupils how to use it.

In February the department enjoyed a visit from its former head, Miss Esther Crawford, who as editor of the A. L. A. List of subject headings for catalogs, being prepared under the auspices of the A. L. A. Publishing board, visited the Dayton Library to copy our annotations on the old edition and to advise with the Library staff on their experiences in the use of the catalog during the past ten years. These conferences were helpful in bringing out the advantages and disadvantages of the old forms of subject headings, and a new impetus was given to make the catalog more practical and closely helpful as a tool used by the general public.

Branch Libraries

The total circulation at the branches was 51,143, a considerable falling off from last year, probably on account of the little book-buying the Board felt it could afford.

The West Branch was moved in the spring to the frame annex in the rear of Garfield School, where it occupies a room well fitted with book-cases and administration desk. A supply of new books was bought for it, and its circulation is again on the increase.

Delivery station privilege has been arranged for all branches, by which any book can be borrowed from the main Library for a patron at a branch. This gives partial free delivery to the suburbs.

Deposits in Factories, Etc.

Deposits of small collections of books, amounting during the year to from sixteen to two hundred volumes each, have been allowed the two high schools, six factories, a colored club, a home library, the Hungarian colony on the West Side, the east branch of the W. C. A., and the employed boys' school at the Y. M. C. A.

The factories which have taken advantage of this privilege are the Malleable Iron Works, the Legler & Co., the Troy-Pearl Laundry, the Kinnard Manufacturing Co., and the Reynolds & Reynolds Company. At all of these there are girls' clubs, and the request has come through either the Young Woman's League or the Woman's Christian Association.

As illustrating the plan of these groups, it may be said that the Library book-case at the Malleable Iron Works is opened in the women's club-room and furnishes books following the club study and also general reading. The Library committee of the club visit the main Library and exchange books in advance for each program, and we try to select suitable and interesting material for them. This club has read 258 books during the year, of which over one hundred were in connection with their study, an imaginary trip through Europe.

At the beginning of the year possibly not over one out of seven of these girls had ever been in the Public Library or knew anything about what it could mean to them. As one of them said recently, "It seems now as though we could get interested in almost anything."

All of these clubs have been visited by some representative from the Library.

At the Malleable Iron Works the men also have a deposit of fiction and some technical works selected from the shop list.

Work for the Blind

In this report it seems fitting to sketch the history of the Reading circle for the blind as given below by Miss M. M. Light, who has been its leader ever since its beginning. The work for the blind in the city is now in the hands of a new society initiated by Mrs. Elinor Chapman, one of our former readers. Miss Light still conducts the circle, but now in the name of the society.

It is interesting as showing a good piece of constructive work evolved for the blind, on the initiative of the Library.

"Our work for the blind, begun in the autumn of 1903, consists in weekly readings and came about in this way: At the formal opening of one of our branch libraries the Librarian met a young man, a student from the State Institution, then at home on his vacation, and invited him to visit the main Library to talk over some plan for securing books for the blind. A few weeks later this young man

and a friend, also blind and a former student of the institution, called on the Librarian with a list of names of many of the blind of the city. Their plan was to call a meeting of these persons and find out, if possible, what they wished in the matter. The Library was then offered as a meeting-place, and it was suggested that if it were not possible to get books for them, weekly out-loud readings might be held under Library direction.

"In response to the call made by these young men, twelve blind persons met and organized with officers from their own number. It was agreed to meet every Tuesday evening from 7:30 to 9:00 and devote from thirty to forty-five minutes to the reading of current events and the rest of the time to the reading of some story. A Library assistant was assigned the supervision of the readings. Notices were sent out from the Library to the various ministers of the city, stating the purpose of the organization, requesting them to announce the meetings, and asking for the names and addresses of any blind in their congregation; also asking for volunteer readers and guides. The response was prompt, giving us a good corps of readers from the start.

"The Library purchased a few books in the New York point print, and a number of gifts were added to the collection. We have also borrowed from the State Institution to some extent, and subscribe for two magazines. As a larger number learn to read, thus creating a greater demand for it, the Library will enlarge its collection of books, principally in the New York point and the Moon types.

"This Library Reading Circle, organized in 1903, has continued to meet, with very little interruption, to the present time. Entertainments of various kinds have interspersed the readings. The attendance has varied from six to fifteen, but the interest of a faithful few has never flagged.

"In March of this year the Reading circle became the 'Reading department' of the 'Dayton organization for the Blind.'

"This broadens our field of work, and, in addition to the out-loud readings, we will give instruction in the reading and writing of the various types for the blind. This instruction will be done largely by the blind themselves, thus finally accomplishing their original purpose and developing the spirit of self-helpfulness which has been manifested from the first."

Museum

This department of the Public Library has had its share of use and instruction the past year. The number of visitors has surpassed that of any previous year. Many new specimens have been placed in the Museum, and the space over the north vestibule has been utilized.

Classes from the city and country schools have availed themselves of the opportunities afforded for study and illustration.

Bulletins, Book Lists, and Manual

The Clergyman's Bulletin has been continued at irregular intervals, 110 copies.

In the spring was begun the issue of the Teacher's Bulletin, calling attention to new books for the teacher and also to a selection from new children's books to supplement the Manual. With this is distributed the Teacher's Leaf, furnished us through the courtesy of Miss Burnite and the Cleveland Public Library. It devotes longer space to illuminating description of books useful to the teacher.

In May were issued 1,800 copies of a "List of books for men in the shops," which is described under Technical department.

At the time of the first local agitation for municipal improvements, some lists were furnished the newspapers. We hope to work out these subjects more fully later.

In June there was given at the Library a "College exhibit," which attracted much attention, and, we feel, did much good. Catalogs and pictures were sought from all the leading colleges, universities, and technical schools in the country, including many from Ohio. The pictures were

mounted on large posters, together with some of the main or distinguishing facts about the school. About fifty colleges were so characterized and pictured. These bulletins were hung on both sides of a twelve-foot frame made especially for such exhibits, and near by were displayed all the catalogs, books of views, and descriptive material. We are indebted to the College women's club for some of the preparation of the exhibit.

An excellent "Reading List on going to college" was printed in the local papers and is still posted in the Library for consultation. College catalogs are always on hand for reference, but the idea of special exhibition and description to suggest and aid young people in future plans was very well received. It should be made a permanent exhibit each commencement month.

The "Library manual for Dayton parents and teachers" was issued in a new edition of five hundred copies in the fall of 1907. Copies have been sold, upon request, to other libraries, societies, women's clubs, school superintendents, and teachers in thirty-two states.

At the Library two new bulletin-boards have been designed. The current events bulletin-board is a three-by-one-and-a-half-foot board divided into spaces by grooves, with the words "Current events" above. Into the spaces slip cards upon which are noted articles in current magazines. The staff have coöperated generously in reading and selecting these magazine articles. The pupils of the Manual training school designed and made this bulletin-board.

The technical literature bulletin is placed near the useful arts shelves, and exhibits notes on new books and information bearing on technical lines. Here will be exhibited the shop bulletins, which will be issued to supplement the "Shop list."

School Libraries

This year marks the consummation of the school-library idea germinated ten years ago in Miss Doren's administration. Then a few individual teachers were borrowers, upon their own initiative, from a small school-library collection. Last year, by recognition and arrangement of the Superintendent of Instruction, school time was given for the selection of the books. This year, also by arrangement of the Superintendent, the selection was entrusted to committees from the schools, and every teacher in the public schools was sent a classroom library. In the January distribution 325 teachers were registered and 5,000 books sent out to the twenty-six school-buildings. The total circulation for the year was 60,132 volumes, of which 22,000 were among the very little children, 14,968 were fiction, and 22,918 were books of literature, biography, history, travel, science, industries, etc.

The committee of eight principals, under the chairmanship of Principal Metzler of the Library Board, meets twice a year with the Librarian and the children's librarian to discuss matters of mutual interest to library and school. It is hoped that this committee may bring about a number of desirable coöperative aids this next year.

Work for the Children

The ideal of this department of the library service is, first, directly and indirectly to encourage in every child in the community the reading habit and the love of good books; and, second, to see that no child leaves the public schools without some knowledge of the use of books for definite ends and some introduction to the Public Library as an opportunity for self-instruction, inspiration, and pleasure both during the school years and all the years thereafter.

For ten years the school libraries have been quietly taking books to the children, and with the fine-spirited coöperation of many teachers the enjoyment of books has been made a part of the children's life in school. The little collection of books in each schoolroom has served as a stimulus. It has not been large or broad enough to satisfy.

Four years ago the branch libraries were established with a few hundred children's books in each.

During the last two years the children's room at the main Library has felt the impetus of this interest and en-

thusiasm of the children of our city, as shown in the greatly increased use of this department.

During the spring of 1907 a series of library visits was paid to the ten schools nearest the center of the city and directly dependent on the main Library for all books outside the schoolroom collections. The children's librarian gave a book talk to all the seventh- and eighth-grade pupils, and after school the librarian met principals and teachers for a conference on coöperation.

As a result of this canvass of the schools it was impressed upon us that probably two-thirds of the children leave the grade schools and pass out into their independent lives without any knowledge of or ability to use the Public Library as an aid in their future education and culture.

It was seen clearly that the connection with the Library as a public and educational institution must be made by pupils in the grammar schools. Most of the children cannot afford to buy books in their later life, and unless they turn to the Public Library their later education is apt to be left to newspapers, demagogues, and hearsay. If their use of books during school days is limited to those secured through their teacher and the connection is not made with the source of the book supply, the children leave books behind when they pass out from the school.

To make this connection with the Library has heretofore been left to the initiative of those individual teachers who realized its importance. In the future it is our hope to continue these Library visits each year to the schools so that each child may receive a personal invitation to the Library. I may add that these visits have so far been most cordially received by the schools, and we are led to believe that they will be welcome in the future.

The next step will be to have a large, attractive, well-located children's department at the main Library, where we may receive these children. There are six thousand in the thirteen schools which depend on the main Library alone, besides many thousands who have left school early and are at work or live down town.

Rooms in connection with this children's building should also be provided for teachers to bring their classes, for the library story-hours, for boys' clubs, and for instruction in the use of the Library and Museum. As a growing feature of our work is suggestions to parents on children's reading in the home, a room would be appreciated for display and talks on children's books to mothers and all who would welcome such public helps. A large storage and distributing-room for the school libraries should also be included in the plan.

The work of such a children's library center would include the selection of books; their classifying and cataloging, and distribution to the schools and branch libraries throughout the city; the preparation of lists and bulletins for parents, teachers, and children; the Library course to the City Normal School; the story hours, and all the modern means of stimulating and guiding children's reading and of coöperation between library and school.

All the lines of work above indicated are already being carried by our staff. The space in which to do it—in a larger and more effectual way—will be merely the necessary outgrowth of our past efforts. As a social service to Dayton, I know of no more paying investment for public funds. As a preventive and constructive philanthropy it deserves support more than many other so-called improvements being at present agitated for our city.

Whether it comes as a gift from the city or from individual citizens, the children's Library building must needs be a reality before long.

The circulation of children's books directly from the main Library amounted last year to 26,141, an increase of 4,327 volumes over last year. Since March, 1907, 705 children have taken out cards for the first time.

During the past summer special story hours and talks were conducted twice a week. The total attendance was over one thousand.

Library Course in the City Normal School

From February through May, the Library courses were given to the Normal-School students once a week. The

course on the use of the library was given by the Librarian this year to both senior and junior classes, followed by a course on children's literature to the seniors, conducted by Miss Hoskins. Hereafter the use of the Library will be given in the fall to the entering class in order that they may know and use the Library better throughout their Normal-School course.

Enrollment in the first course was forty-three; in the latter, twenty-seven. Three branch library assistants also took the work.

Seven of the Normal-School seniors volunteered for the Loan desk course, given by Miss Althoff in June.

The Introduction of Technical Books.

The returns from the letters sent to the leading factories of the city being somewhat too meager for serving as a basis of operations, we decided last fall to begin by cooperating with the Y. M. C. A. Night School, where some seven hundred ambitious young men were already on the alert for knowledge in their trades. Book lists were prepared for the classes in woodworking, electricity, machineshop practice, automobiles, plumbing, metallurgy, and foundry practice. These lists were sent to the Y. M. C. A., which duplicated them for their students. The Library also sent the lists to the factories which had replied to our letter of February, 1906, and a number of them complied with our suggestion and put up Library bulletin-boards for their men.

At first the lists were merely mimeographed, but soon a petition was received from the foremen of the Buckeye Brass and Iron Foundry, asking that the Library print the lists and issue in vest-pocket form for more convenient use.

Accordingly, the Librarian secured advance orders, at cost price, from factories and trade unions, which allowed us in May to issue these combined lists in a vest-pocket-size pamphlet entitled "List of books for men in the shops," in an edition of 1,800 copies. The booklets sold for three dollars per hundred, and a very few were left to distribute free at the Library.

The use of the Shop list has been very considerable. Many machine-shop workmen have taken Library cards; they bring the booklet to the Library as a call list, and the books are constantly in use.

We hope next spring to do the same work for men in the building trades and architecture.

Technical books purchased during the year are used as constantly as any class of books in the Library. It is the purpose of the Library Board to enable the Dayton skilled worker to have the latest and best information available in every line of work pursued in our city.

In the Librarian's conferences, with several committees from the labor unions, it was gratifying to hear them say that books were suggestive and practical when a man reads and works to test his reading, and that the Library can help the artisans and mechanics materially if it can but get their interest and make them understand their privilege in it.

Library invitation placards were also distributed for posting on the Library bulletin-boards in a few factories.

Reference Service

The full report made last year on the scope and variety of our reference service makes it necessary only to indicate improvements of the past year.

No statistics have been kept of the books used in the Library or the persons visiting the Library for reference purposes.

About four thousand time-taking reference questions have received the attention of the reference assistants. The classes of patrons who have so far discovered the value of the Public Library in giving definite information are as follows, in order of requests: Pupils in the public schools, high and grammar, one-half; women's clubs, one-fifth; skilled workmen, mechanics, etc., one-sixth; churches, one-tenth; casual, one-fifteenth; business and professional, one-sixteenth.

These statistics augur well for the future generation of citizens, show that the women's-club movement is as active as ever in the encouragement of the Library movement,

that the workmen are rapidly coming into their own, and that the Library has as yet to appeal in a practical way to the business interests.

It is gratifying to see how quickly the workingmen are responding to what little effort the Library has put forth this year to help them. In one year reference service to the artisans has jumped from almost last place to third, preceded only by school pupils and club women. All of which goes to show that this large field of civic service is open to us.

We need, for the service that ought to be given in such a large manufacturing town, larger book-buying and later a special room in which to gather the technical books, so separated from the rest of the building that workingmen will be free to come and go from the shops without embarrassment.

In mercantile service, suggestions have come that it would be appreciated by business men if they could refer to the Library for trade catalogs, addresses of buyers and sellers, points in commercial law and custom, etc., etc. We already have more information available in these lines than is realized by business men, but it may be well to enlarge and advertise.

Some of the shop men expressed surprise that the Library would furnish technical books, as they thought its chief function was to provide novels. On the contrary, the Library welcomes cordially any opportunity given by its patrons to serve practical and educational ends.

Conclusion

The Library is striving to do its duty for the city and its best interests. We feel that it should be an aggressive force in all that pertains to the betterment of the individual and through it the civic life, always anticipating in advance the part it may play.

Compared with the field, as already indicated, the main Library has merely touched two great and important classes of the city, the workingmen and the children. There are thousands of each of these classes in the center of the city whom we ought to be reaching with books and in whom should be cultivated "the library habit." We have this year made special effort to reach these people and to attract them to the Library. The result convinces us of the success of such plans if they could be thoroughly and largely undertaken and if an additional building could be provided for the technical and children's departments.

A canvass is being made of the twenty-six public schools and the older of the 15,000 school children. Inquiries are being made in the large factories of the city in an effort to get into touch with the working people in their business. The reference department can be more finely equipped with the higher technical and scientific publications for the use of the experts, the inventors and the manufacturers of the city, if they will use them. Individual exhibits from the Museum might be prepared to go into the schoolrooms along with the school Library cases.

These and other progressive efforts will be made from time to time by the Trustees and Staff, as we have the means to do so.

In closing, I desire to thank the library Trustees and staff, the Board of Education and Superintendent and teachers, the newspapers and donors and friends of the Library and Museum for their kind and loyal support of our work.

Very respectfully submitted,

LINDA M. CLATWORTHY,

Librarian.

DAYTON PUBLIC LIBRARY Tabulated Statement of Work for the Year

Book Circulation by Agencies

			·
	Home Use	Non- Fiction	Totals
Main Library, adult Main Library, children.	77,923 26,141	.13	
main Dibrary, Children	20,141	i	
		.18	104,064
School libraries (325 school rooms)	60,132	.206	60,132
Branch libraries—	,	1	
Henry Street	16,925		
West	11,791		
East	11,647		
Riverdale	10,780] .07	*51,143
B			
Deposits—	050	}	
Alert Club (Malleable Iron Works). Progress Club (Legler Company)	258 75	[
Irene Club (Troy-Pearl Laundry)	54		
Iola Club (Kinnard Mfg. Co.)	163		
Men's Club (Malleable Iron Works).	230		
Girl's Club (Reynolds & Reyn'lds Co.)	168	i	
Ethical and Industrial Association	75		
W. C. A., East End	190		
Home Library, East End	111		
Hungarians (Malleable Iron Works).		J	
Steele High School			
East High School			
Employed Boys' Club (Y. M. C. A.)	52		
		.004	3,149
Grand totals			218,488
	1	1070	

^{*23,480} children's books.

Reference Service

About 4,000 time-taking reference questions have been answered or books furnished for their study by library assistants. No account could be kept of the number of books used in the building or the questions answered by patrons in independent use of the library.

265

18

By special students

By county residents out of city.....

By transients

Delinquents

2 09400	
Number of delinquents Visits to delinquents Number of books recovered Number of books not recovered Number of books not recovered from last year's report.	110 152 104 28 22
Accessions and Inventory	
Number of volumes at beginning of year in Main Library Number of volumes added during year by purchase Number of volumes added during year by gift Total number of volumes active at Main Library at end of year Number of volumes at beginning of year permanent at Branches. Number of volumes purchased during year Number of volumes canceled during the year Permanent volumes active at Branches at end of year	66,303 4,339 329 1,169 65,802 2,186 472 6 2,652
Total illustrated books for small children recorded	72,454 630 4
Cataloging	
Books classified and cataloged during the year. Books partially recorded	5,554 37 11,073 4,709 1,613 5,414 1,175
Bindery Repair and Miscellaneous Routine	
Books shellaced	2,904 39,734 2,624 1,935 26,541 2,548

FINANCIAL STATEMENT

Year Ending August 31, 1907

RECEIPTS

Havelle 10	
Balance on hand August 31, 1906\$260.6 Received from tax duplicate of June, '06	1 .2 05
Receipts in Library, not deposited 65.4	4
Total	\$23,516.25
EXPENDITURES	
Books and periodicals \$ 5,539.7 Binding. 1,582.5 Fuel and light 883.3 Telephone. 60.0 Museum 157.2 Salaries of Library staff. 9,287.3 Care of Library and Museum 1,314.2 Night watchman 30.0 Betterment and repair 551.7 Supplies and printing 1,003.1 Express, freight, hauling, carfare, postage 269.7 O. L. A. expenses 39.6 Insurance 12.0 Sundries 179.4	0 5 0 1 1 8 7 0 4 7 7 2 2 0
Total	\$20,910.09
Total	\$20,310.03
$ \text{Balance } \left\{ \begin{array}{ll} \text{In City Treasury} & \$2,599.93 \\ \text{Cash in Library} & 6.23 \end{array} \right\} $	\$ 2,606.16
ACCOUNT WITH CITY TREASURER, AUGUST 31, 1907.	
Treasurer's balance— August distribution of taxes credited on Library's books but not included in receipts for fiscal year Outstanding orders	\$10,348.27 . 596.52
Total	.\$13,544.72

CONTRIBUTORS TO THE MUSEUM

Dayton

Ambrose, Dr. J. A.
Apple, Walter
Betsch, John W.
Bornstein, Mose
Clatworthy, Linda M.
Conklin, Dr. W. J.
Connor, Guy E.
Cummin, R. I.
Evans, Frank
Finley, Noble
Geiger, Dr. G. H.
Gillen, Roy
Humphreys, Dr. C. H.
Hughes, Elizabeth
Kern, Albert

Lytle, H. E.
Mayer, W. C.
Mitchell, Mrs. H. E.
Pilate, George
Reeve, Dr. J. C., Sr.
St. Mary's Institute
Schreiner, Vincent
Shue, Perry
Simonton, C. W.
Simonton, L.
Spicer, Odlin
Stewart, Capt. T. L.
Stewart, J. B.
Voller, Herman
Whiffen, Charles

Boston, Mass. Towne, Amos

Brookville, Ohio

Propst, S. A.

Glendale, Ohio Fouch, Charles H.

Greenville, Ohio Katzenbarger, C. S.

Tippecanoe City, Ohio

Turner, A. W.

Troy, Ohio Shinn, John F.

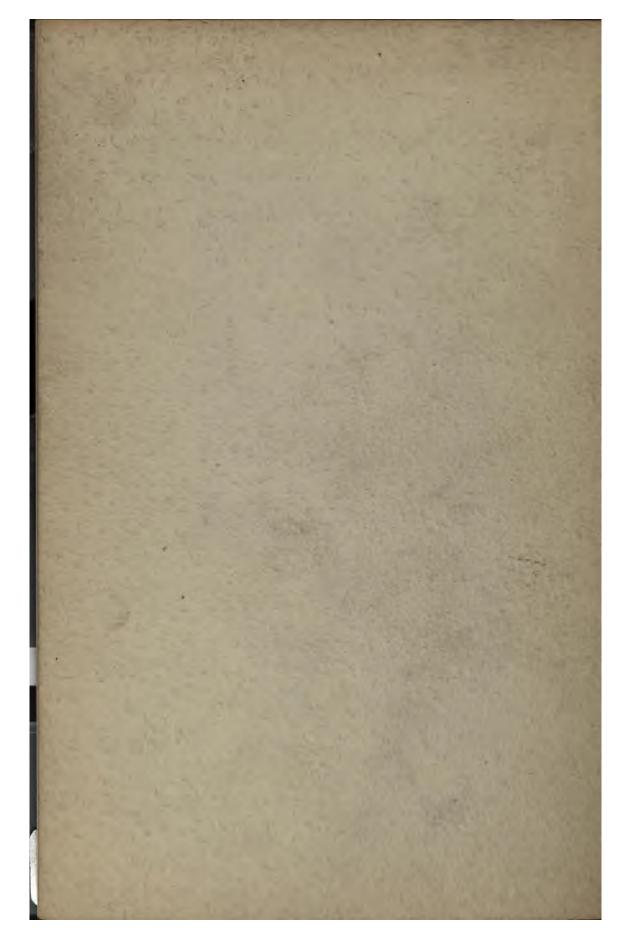
GIFTS TO THE LIBRARY

Dayton Donors

	Vol.	Pam.	Nos.
Associated Charities		1	
Berk, F. W	2		
Cat Review Publishing Co			12
Conklin, Dr. W. J		2	
Conover, Mrs. Charlotte Reeve		1	
Dayton—City Council		1	
Dayton—Education, Board of	1		
Dayton—Sinking Fund, Board of		1	
German Newspaper Company	1		
Herald of Gospel Liberty			52
Herald Publishing Company	2		
Hickey, Rev. Wm. D		1	
High School Times			5
Howe & Marot. Misses—School		1	
Journal Publishing Company	2		
Knights of Columbus		3	
Lowe Bros.—Little Blue Flag			7
Lutheran Evangelist			51
McKee, C. J.—Recess	• •		4
Matthews, James		1	
Meyers, W. H			25
Miami Valley Hospital Society		1	
Montgomery County Reporter	• •		50
News Publishing Company	2		
Reeve, Dr. J. C., Jr	ī		
Reeve, Dr. J. C., Sr	5		
St. Elizabeth's Hospital		94	• •
St. Mary's Institute			10
Shuey, E. L		1	
United Commercial Travellers		ī	
Watchword Publishing Company	• • • • • • • • • • • • • • • • • • • •		48
Wilt, A. D.	• • • • • • • • • • • • • • • • • • • •	i	
Woman's Christian Association	• • •	1	• • •
Young Men's Christian Association	• •	1	• •
Young Women's League	••	-	Ġ

To the hundreds of other donors—associations, libraries, museums, art galleries, colleges, schools, and publishers—thanks have been sent and gifts are here gratefully acknowledged.

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Public Library

And Museum



Dayton, Ohio

Annual Reports 1907-09



Annual Reports

of the

Dayton Public Library And Museum

September 1907-August 1909



The Western Printing and Publishing Co.
Dayton, Ohio

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SIGMUND METZLER

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MATILDA M. LIGHT, Head Cataloger

*MAGDALENE NEWMAN, Assistant Cataloger

ELIZABETH B. DOREN, Assistant Cataloger and Reference Assistant

MARY L. ELY, School Librarian and Acting Head of Children's Department

BERTHA BURTCH, Assistant in Charge of Children's Room VIRGINIA HOLLINGSWORTH, Library Assistant

MINTA I. DRYDEN, Library Assistant (on half time)

THERESA C. WALTER, Supervisor of Binding and Book Repair

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HERBERT MAY, Loan and Shelf Clerk

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LYMAN SIMONTON, Museum Custodian
EDWARD Y. HARVEY, Janitor
Four Senior Messengers and Three Junior Messengers on
part time
*Resigned September 1, 1909

LIBRARY AND MUSEUM HOURS

Library Hours: 8:30 A. M. to 9 P. M.

Closed Sundays and legal holidays

Museum Hours: Afternoons (except Sunday, Monday and legal holidays) from 1 to 5.

BRANCH LIBRARIES IN SCHOOL BUILDINGS

Open Monday, Tuesday, Thursday and Saturday afternoons, from 3:30 to 7:30

REPORT OF THE LIBRARY BOARD

To the Board of Education:

GENTLEMEN: We herewith submit to you the report of the Librarian for the year ending August 31, 1909. It gives a condensed statement of the work of the Library and Museum for the year and of their rapidly increasing usefulness to the public.

The usual tables which accompany the report give full details of the administration and service of the various departments.

W. J. CONKLIN,
S. W. DAVIES,
ALBERT KERN,
E. L. SHUEY,
J. C. ELY,
SIGMUND METZLER,
B. B. THRESHER,

The Dayton Public Library and Museum Board.

Report for the Year Sept. 1907-August 1908

The forty-eighth annual report was delayed unavoidably and hence is not printed. The statistics which usually accompany the report are appended as usual and when the details affect the continuous narrative of development they are given in the report for 1908-09.

REPORT OF THE LIBRARIAN

For the Year September 1908 to August 1909

To the Board of Trustees of the Dayton Public Library and Museum:

GENTLEMEN: Following is our annual report for the year ending August 31, 1909, it being the forty-ninth for the Library and the fifth the present librarian has had the honor to prepare.

The use of the Library which has been increasing very considerably each year took, during the business depression of 1907-08, a remarkable leap of twenty-one per cent. That the Library has made its resources known to the working people and that they turned to it for the enjoyment of books during the first let-up in hours is certainly cause for satisfaction and points to the further good use to which the Library will be put, if the working days are shortened. Culture is after all largely dependent on taste and time. Neither taste or time alone will develop a reading community.

It is pleasant to report also that the readers developed during the year of leisure did not give up books with the return of business, but that the use of the library this year has even surpassed that of last.

Progress Toward Building

For six years the Librarians have pointed out the coming need of enlarged space to care for the rapidly increasing and differentiating activities of the library. Last November, in a special report to the Board, the Librarian showed that there would not be shelf room to accommodate the books we expected to buy that winter and that the School department could no more do its work in the building. Your prompt action in contracting for a balcony to the book room to accommodate 18,000 volumes will relieve the adult book congestion for about three years. The temporary removal of the School department to a school building, two blocks away, has relieved the pressure in a portion of the basement.

The larger building problem is still before us. Just twenty years ago this library edifice was built and dedicated to the service of the higher intellectual life of Dayton. An architectural gem, situated in the midst of green space, it was considered ample for years to come.

Your book collection then numbered 28,000 volumes, all accommodated on the main floor. The upper floor, originally intended for a large Reference room, was set apart the following year for our fine Museum. The basement floor, not partitioned or floored, was not expected to be used for library purposes. The cost of the building was \$100,000.

During the generation our city has doubled in population, the library collection has tripled and its use has quadrupled. The building considered commodious and suitable in 1888 was planned just before the great modern public library development. Children's rooms were unheard of then, useful arts rooms, medical departments, school departments, art exhibit halls, lecture halls, even administrative, staff and work rooms.

Libraries of the size of Dayton's are building nowadays twenty to twenty-five rooms, with floor space double and triple ours, at proportionate cost.

In our own city and county, during the past five years, there has been found means to build three district schools, two of them costing more than the City Library; the County memorial building, costing two or three times this; the Municipal Playground and House, costing \$90,000, and the Y. M. C. A. plant, costing half a million dollars. Yet not one of these buildings serves the whole city, men, women and children, in school and out of school, as does the Library building. Not one has more than one-third the clientele of the Library. Not one is an older institution. In not one has the management been more wide awake or more economical. Surely reward will soon come to the Library's progressive work of the past generation, the opportunity to do more and better service in adequate quarters.

Circulation of Books

The total number of books circulated by means of all library agencies was 355,277 volumes, an increase of 79,021

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over last year, and of 136,789 over 1906-07. This makes our circulation per capita 3.52 volumes (accepting the population at the federal estimate of 1906 at 100,799). This is only one-twentieth of a volume per capita less than the Cincinnati circulation for the same period, and one volume per capita less than that of Cleveland, though both these libraries have a splendid system of branches, and one at least is living up to its one mill income privilege, while Dayton has four-tenths. The circulation of the three cities per volume of book collection is as follows: Dayton, 6.76; Cincinnati, 3.51; Cleveland, 5.84. The running expenses per volume of circulation is: Dayton, .065; Cincinnati, .134; Cleveland, .114. These figures are not given for the pride of Dayton, but for shame that the Dayton library work is not receiving the financial support accorded the work in other cities and which its effectiveness deserves.

Readers

The number of new borrowers and two-year renewals was 6,174, which indicates a "live" registration of 12,348. To this should be added 10,000 public school children who receive books through the class-room deposits, though without library cards, as well as the several thousand young people in the factories who are being reached directly through factory deposits. Thus about 25,000 or one-fourth of the population of the city are reached directly by the Public Library. Of the active registered borrowers 4,500 are children, 4,200 are women, 3,500 are men. About one-third of the borrowers are registered at the branches.

From statistics kept for the past two years of the occupations of the new patrons, we find those in the professions are the largest users of the Public Library; next come the industrial workers, and last those engaged in business. In the year 1908 of business depression, the number of men added to the Library registration was larger than that of either women or children, suggesting that lack of time is a great reason for non-reading among the working men. The large increase in the circulation of the Children's department during the same period was also an interesting proof of what we have always felt, that the parents enjoy the children's books

to a great extent and are among our patrons, though not always registered. Among the industrial readers the shop men, machinists, electricians, and engineers lead with a growing interest among those in the building trades. This shows directly the influence of the library book buying and publicity in these lines.

Character of the Reading

The proportion of non-fiction reading in all agencies was 44 per cent. It varied in the different departments and agencies as follows: Main library, adult, 37 per cent; Main library Children's Room, 39 per cent; School libraries, 81 per cent.

The order of popularity of the various classes of reading among adults at the main library was Literature, Useful arts, Pine arts, History, Travel, Social sciences, Religion, Biography, Science and Philology in the order named.

It is difficult to account for the little reading in Science, as shown by statistics. This may be partly the fault of our book collection, but that in turn is largely determined by local interest. One would naturally expect that the presence of a well selected and comprehensive Museum in connection with the Library, and one devoted so largely to natural history would develop considerable interest in the study of scientific subjects. Closer relation of the Museum to the school courses of study will undoubtedly affect the children's interests.

Book Buying

The number of books added to the Library during the year by purchase and gift was 6,288. Of these 2,035 were new to the Main library adult collection, and 320 to the Children's room. In adult fiction 193 new titles were added, 198 duplicates, and 325 replacing volumes. The Children's room had 460 duplicate and 301 replacing volumes. The School department added 257 new titles, 648 duplicates, and 226 replacing volumes. To the branches were added 630 new children's books and 606 volumes for adults.

The total number of book gifts was 372, of which 289 were public documents. Three hundred and fourteen volumes were added by the binding of periodicals.

One hundred and eighty-seven different periodicals were subscribed for, 21 received as gifts, 283 copies in all being distributed at the various centers.

In all \$6,597 was spent for books and periodicals.

Catalog Department

Work upon 6,603 volumes has been completed, an increase of over 1,000 over the previous year. Each year a few volumes are also reclassified and recataloged from the "old library" (this year 213 volumes), but with the increase in new book buying each year this collection will have less attention from the department. The classes which have been entirely completed since the beginning in 1895 are Fine arts, Literature (except Essays), Useful arts, Fiction, and Juvenile. The classes still to be classified are Science, Religion, Travel, History, Philosophy, and Social science, about 7,000 volumes plus Biography, which is in the old catalog, but not separated on the shelves. In 1900 there were 19,000 volumes in this collection.

In January, 1909, Miss Light discarded the accession register. Each book receives an accession number as heretofore, but she reports the following records which take the place of the accession register:

- 1. To secure accuracy in assigning the accession numbers, a small blank book is kept containing the date and the inclusive numbers assigned to a group of books on that date. This also shows at a glance the total number of volumes added to the Library.
- 2. Important items of information formerly secured from the accession register are provided for as follows:
 - a. Agent and price, written in book by order clerk, are copied from the book to the back of the shelf-list card, opposite the accession number.
 - b. Statistics are tallied by classes on a form provided for the purpose. This tally is made when each lot of books is ready for the shelves. Each quarter

this tally is totaled and transferred to the regular quarterly statistical forms. After nine months' trial the accession statistics kept this way for the year differed only slightly from the actual accession number record in the blank book. Miss Light is to be congratulated upon her improvement in methods. They save time without loss of accuracy or facts needed.

The opening of a complete dictionary catalog to the Children's room was made possible this fall by the work of Misses Ely and Hollingsworth during the past two years. All cards had to be removed from the general catalog and a vast amount of careful detail work done to revise and perfect the records. The catalog had become a necessity in the largely increased use of the Children's room and with special effort given to reference service to the school children.

Two of the catalogers have been on duty regularly afternoons in the reference service, and the assistant cataloger has also often been called out. In September, 1909, the department lost a valued assistant in the going of Miss Magdalene Newman to Marietta college Library.

Bindery and Book Repair

For the past two years Miss Theresa C. Walter has been in charge of this department, and her painstaking care of the books deserves high commendation.

Two thousand, five hundred and seventy-three books have been bound during the past year by our local bindery, while 19,199 have been repaired at the Library. A number of changes have been made both in binding and repair methods, which we hope will prove to be of advantage.

Shelf Department

In an entirely open shelf library, the care of the order of the books is quite a task and in the crowded condition last year, when hundreds of shelves were absolutely full at times with no return shelves, good order became impossible. Our patrons were more tolerant than might have been expected and the staff of messengers could not have done better under the circumstances. That this congestion of the shelves took place in the year of largest circulation indicates how inadequate the shelf room really has become.

This year with the new shelves and a staff of four messengers in the adult book rooms alone, Mr. Koch will have better success with the order of the shelves.

The care of the condition of the books has this year been transferred to the supervisor of book repair and binding, who will give weekly time to going over them at the shelves.

The record of gift pamphlets has been transferred from the loan desk to the office.

The reserve system of postal cards has been very unsatisfactory to the public, and is being revised by the office with the hope of providing quicker and more sure service.

The check list of periodicals has been transferred from the loan desk to the shelf department.

Invoice

The usual biennial invoice was taken in July, 1908, by closing the Library for five days and putting the entire staff upon the work. The Children's and School library collections, documents, reference books and branches, storage, etc., leaving the four days for the last 40,000 volumes of the circulating collection.

The total time given to invoice was equal to two library assistants with two messengers working forty-five days each. This included the revision of the Main library shelf list for books taken to the branches, and not before removed from the Main library records. The branches now have a single, separate shelf list of their own and books can be exchanged between branches without being returned to the Main library.

In the final report on the 1906 invoice made at this time, 524 books missing in 1906 were found upon the shelves. This leaves 781 books still missing from the 1906 invoice and to be canceled and replaced this year. No valuable books were lost, only one reference book, and no books from the closed shelves.

The circulation during this period was 416,552, or a loss of less than twenty books to every 10,000 circulation. The

comparative loss sustained in other open shelf libraries, as reported at the last conference of the American Library Association, ranged from 15 to 33 in every 10,000 circulation.

Some of the large libraries do not take invoice. Two or three have closed off their shelves on account of loss.

Public Documents and Periodicals

The shelf list of the United States public documents was practically completed at the beginning of last year, under the direction of Mr. Koch. It is a card list giving government, author, title, and numbers of volumes in the Library of every document received by the Library as a depository since 1876. Following each bureau or division author is given the name of the larger dpartment to which it belongs and under which it is shelved.

The order of arrangement of the documents on the shelves followed for a long time in this Library is alphabetically by departments, as follows:

- 1. Executive departments, i. e., Agriculture, Department of; Commerce and Labor, Department of, etc.
- 2. All minor bureaus and divisions arranged alphabetically under the executive department to which they belong.
- 3. Reports of Secretary first, collected reports of Bureaus in one volume next, then alphabetically as above.
- 4. Independent publishing offices arranged alphabetically as executive departments.
 - 5. Smaller reports. House reports.

Miscellaneous reports.

The Department of Agriculture issued a list and index of its documents two years ago arranged exactly as this Library has done for all its documents. If each executive department would do this it would simplify matters considerably for such depository libraries. Symbols could easily be adopted for each department, as has been done by the Department of Agriculture.

The purpose of the shelf list is to give a complete list of our documents with indication of shelf location. This with the catalogs issued by the government will be as complete an index as is at present possible to our document collection.

The removal of the School department from the document rooms and the placing of new tables will hereafter give quiet reference room space for the collection and, as time is given us and fuller understanding, we hope to make it more and more accessible and useful to the public.

Last spring special effort was made to organize the checking, collating, and arrangement of the thousands of loose pamphlets and advance sheets received from the government printing office. The room in the basement originaly used for the School department has been converted into a work and storage room for this pamphlet collection. Here also is to be done the checking of periodicals and their preparation for the bindery and the listing of bound documents received. This division of the Shelf department is in charge of Herbert May.

Technical Department

Progress for the year 1907-08 is indicated by quoting from last year's report.

1907-08

"The 'Shop List' is still in use as is evidenced by the continued and growing interest in our books. Only a week ago the Librarian had occasion to wait upon an elderly painter who brought in his first certificate for a library card and then presented a bit of paper upon which was written the full names of two books on mixing paints, which he wanted. The presence of the call numbers after the book titles showed clearly the source of his information, the Shop List, probably in the hands of some friend and only just seen."

Books on Architecture.—The next line of books worked up for the purchase and listing has been architecture, building trades, interior decorating, and landscape gardening. Classified lists of books in the Library were mimeographed and the books brought together into a special exhibit for a week in May, which, by invitation, was visited by about thirty representative architects, draft'smen, contractors and interior decorators. A number of new books thought desirable to round out our collection were loaned by an architec-

tural dealer for the occasion and notes taken upon them by the visitors. Some of the books selected will, it is hoped, be secured gradually as the Library can afford them, or as our friends help us to secure them.

The Librarian received the advice of Ex-Dean Ricker of the College of Architecture at the University of Illinois, and the Librarian of the College of Architecture of Cornell, as well as of some of our Dayton architects upon this selection.

The advantage of being able to see together all the books of various collections which in any way bear on architectural interests was very decided, and pointed to the desirability of having two or three rooms for such special collections.

The mimeographed lists have been used considerably and have been especially helpful to the Library assistants in showing at a glance the resources in these related lines.

Technical Periodicals.—The technical and scientific journals were during the year, because of the crowded condition of the Reading room, segregated in a case of their own in the west reference room. Here about fifty carefully selected journals are on file and the use of them is growing rapidly as the men learn of them. These journals should be on file in the Technical department when we have space for one, so that technical books and periodicals may be all brought together.

Lists of books on show card writing and on commercial law were sent to the Y. M. C. A. night school for the men's classes.

1908-09

In the spring of 1909 the first edition of 2,000 copies of the Shop list, printed in May, 1907, became exhausted, and Mr. Koch prepared a new one, including purchases of the last two years, and adding the subjects of sheet metal work and Plumbing. Two thousand copies were authorized by the Board, but upon telephoning to five shops and receiving requests for the entire edition, the number was increased to 5,000 copies, and it was decided to charge a nominal price of one cent each. It was decided also to try to put them into the hands of the men directly.

Upon presenting the problem of how to reach the men

to Mr. Landis, of the Y. M. C. A., the suggestion was made that the Y. M. C. A. would throw open its noon meetings at ten of the shops, and that in twenty other of the large shops a good speaker should present the matter and distribute the lists. Accordingly this was done. A number of well-known business and technical men went to the shops and spoke on "The Public Library and the Shop Man," and a considerable number of the lists were distributed. Our cordial thanks are due these gentlemen and the Y. M. C. A. for their valuable co-operation.

Next year the Library hopes to continue these shop visits in an informal way, by arranging for Mr. Koch, the technical assistant, to go out to the shops, taking a few books with him and interesting the men in them.

The great difficulty in this work lies in the unfamiliarity of the working men with the use of books and the Library. Yet we feel that the work is worth while because the efficiency and intelligence of the artisans are built up by it and they are brought into connection with the whole Library in this way.

Bulletins, Book Lists and Exhibits

Newspaper lists were prepared on Aeronautics, in connection with the Wright Brothers Home Celebration, on Tuberculosis, at the request of the Tuberculosis Society, and on Psychotherapy. Two mission study lists for the Interdenominational mission study classes were prepared and sent to the Normal class and the books reserved.

Occasional bulletins have been sent to teachers and shops. The Wilson catalogs of fiction were purchased for sale at the loan desks with good success.

The Pittsburg catalogs of the books in the School department were recommended to and purchased by the schools for aid in selecting class-room libraries.

The new edition of the Shop List is reported under "Technical Department."

The second edition of the "Manual for parents and teachers" is exhausted.

Bulletin boards on Technical literature, Current events, and Educational announcements have been kept up.

Special exhibits of Lincolniana, Washingtoniana, Rembrandt and Colleges have been held. To Mr. A. A. Thomas and Mr. William Werthner we are indebted for the printing of famous Lincoln sayings and the loan of portraits.

The Dayton Association of College Women presented the Library with a fine exhibit case to hold its permanent reference exhibit of posters on American colleges, and the various college catalogs, annuals, and hand-books heretofore exhibited annually in June. This exhibit has been perfected until it is a valuable adjunct to our reference facilities and has had influence already in attracting the attention of Dayton young people to college. The Association of College Women has done a real service to educational ideals in this work.

The Library column, conducted in its Saturday issue by the Dayton Daily News, has been an interesting contribution to library publicity literature, and the publisher of the paper and Mrs. Charlotte Reeve Conover, the editor of the column, have the grateful appreciation of the Library and its patrons. The Library does not, however, assume responsibility for anything published in the newspapers which does not appear over its signature.

Reference Service

Over 6,200 time-taking reference questions have been met by the three reference assistants at the Main Library during the year. It is impossible to keep acount of the innumerable calls from the school children at the branches. Of the main Library calls almost one-half are from the public, parochial, and private schools of the city, as well as the theological seminaries and St. Mary's Institute (college). Trade questions rank next, then casual, clubs, professional, and churches, business, highly specialized technical, and municipal, in the order named. The chief growth in the two years has been in the lines of the trades and the casual questioners, which indicates an increasing turning to the Library for matters of general information and practical use.

In a sense the whole Library is organized for the purpose of reference service, and as the shelves are all open and the catalog complete there is no reference department as in some libraries. Instead three different assistants, besides the librarian, meet the public when called upon for aid in study or search. Mr. Koch in the mornings and evenings, especially for trade, business, and casual questions; Miss Elizabeth Doren in the afternoons, especially for high school and some clubs; Miss Ely in the Children's room.

It is but just to mention especially the service of Miss Elizabeth Doren in her organization of the afternoon reference service. Her work with several program committees of clubs and societies in interpreting and strengthening their programs and suggesting literature has been greatly appreciated and of a high order. Reference service is being developed to real constructive program planning and critical aid in book selection, real educational work.

To Mr. Koch's helpfulness and resourcefulness has been due in no small degree the growth of the use of the Library by the skilled workers, and others who might otherwise hesitate to ask aid in a strange institution.

Special gathering of reports of the best Park commissioners in the country and other material on city planning was made by the librarian during the year in anticipation of its use.

A list was also prepared on municipal matters, and some inquiry was made as to documents available for a municipal reference collection, and as to their probable use in this city. An article which the librarian was asked to contribute to the educational (August) number of "Greater Dayton," the organ of the Chamber of Commerce, on "How the Public Library can help the city," developed the municipal reference idea somewhat. Such a department could not be undertaken, however, without special funds.

Branch Libraries

Our four small branches in school buildings were established in 1903 through the co-operation of the Board of Education, which allows the use of the rooms with heat, light, and furniture. The circulation of books from these distant parts of the city amounted to over 69,000 volumes during the

year. This circulation has been from the start in addition to that of the Main Library, an entirely new patronage being evident. About half of it is among the adults of the neighborhood. The Branches are open four afternoons and evenings a week, eighteen hours in all.

The great need of neighborhood centers, which could be met in good part by these free reading rooms, and the opportunity for boys' clubs, story hours, and lectures, as well as larger book collections and longer hours of opening make us hope that separate Branch Library buildings will fall to the lot of Dayton in the near future.

At Henry Street branch the Board of Education has recently allowed the Library the room to itself. A large girls' club met in this room during the summer under the leadership of Miss Hollingsworth, of the staff, and read some of the Shakespeare plays.

A general exchange of all adult books at the branches took place in the spring.

Deposits

About fifteen deposits have been allowed during the year, the report of the use of which is given in the circulation statistics.

The deposits of chief interests are those among the factory girls. I take pleasure in quoting from a report of Mrs. Charles H. Kumler, chairman of the Extension work of the Young Women's League, who has conducted successfully for several years four of the clubs to which we send books.

"Permission to spend a noon hour each week with the girls was readily secured from the employers, and out loud readings of such books as 'Mrs. Wiggs of the Cabbage Patch,' 'Lovey Mary,' 'Rebecca of Sunnybrook Farm,' Van Dyke's 'Other Wise Men' quickly introduced the visitor and made her more than welcome, for interest in the continued story caused eager anticipation of the regular time for reading."

"Requests for the loan of books, or inquiry where certain ones might be secured, first indicated the personal need of them. One young woman was arranging a program for a meeting of the Young People's society of her church, and

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The Alert Club, Dayton Malleable Iron Company

Over 400 good books read here during the year

wished to borrow a volume of 'Riley's Poems' for use that evening. Another wanted to read 'Rab and his Friends' aloud to her father and mother, while a third, a wife eager to help her husband addicted to the habit of drink, could scarcely wait to carry home to him Elizabeth Stuart Phelps' 'Jack, the fisherman,' feeling that story would prove an impressive temperance lecture to any man.

"Gradually the girls were encouraged to contribute their share to the weekly entertainment by giving current events, reciting, or doing anything which would induce them to stand on their feet before their companions, and hear their own voices. The result of such effort was the organization of our first factory club, the 'Alert,' of the Malleable Iron Company, with a regular study course, bi-monthly programs, and a printed year book, paid for by the firm.

"The club was to take as its first work an imaginary trip through Europe, hence books for consultation were absolutely necessary. Would they not be more carefully selected if one person was responsible for conference with the Librarian at our Public Library? After ten hours' work would it not require great effort to dress and go to the Library after books, to say nothing about the car fare? How fine it would be to have a little case of just the right books in the factory itself! Why not ask for them?

"So it came about that the request for book deposits in the factories was made to the Library, and gladly granted wherever the firm agreed to carry the case back and forth and the club elected a librarian to be responsible for the care of the books.

"As a result of my own experience with these deposits in the four factories which I visit regularly every week, I am sure they are of inestimable value to the women and girls, whose average school attendance ceased with the completion of the sixth grade. Before books circulated from these factory centers, not ten per cent. of their four hundred women workers had library cards or made any use of our main or branch libraries. Now more than half of the entire four hundred take books at least occasionally, and many have one out all the time.

"Reading aloud arouses interest in the books thus read

for they always circulate freely afterwards. For the visitor to talk over tables of contents, enlarging upon what may be found within the books, also stimulates intellectual curiosity. The girls tell each other that certain books are 'awful good,' and advise reading them. And then, they are so easy to get, no strangers to face, no unaccustomed place to visit, nothing to do but just carry them home from work.

"Many young women in turn act as librarians in the various factories, and these receive valuable training in the use of our fine Public Library.

"There is always most careful selection of the books sent out in these factory deposits by Miss Althoff, who has been given charge of this department, so that an unusual opportunity is offered for the cultivation of a proper literary taste, and for protection against demoralizing books. One girl asked me if I would get 'Three Weeks' in the next deposit, since she had heard it was good. When I discanted rather freely upon its vileness, she blushed scarlet, and said what was perfectly true, that she did not wish to read that kind of a book and did not know its character.

"The Public Library has certainly found in these factory deposits a great opportunity to reach a large special class of patrons, and to render an important service in thus cultivating the reading habit for the sake of the practical knowledge these women workers may acquire, of the relief from life's daily drudgery, which literary sights and scenes provide, of the moral influence erected by those silent teachers, and above all for the blessedness of this habit as a resource in case of invalidism, grief, loneliness, and old age.

"The Board and Librarian have the sincere gratitude of the factory visitors for their cordial co-operation and great assistance in what we believe to be a wonderful opportunity for continuing the education of girls and women who have left school at an early age."

School Department

Over 6,000 selected children's books were sent into the public grade school rooms during the year in October and February, as class-room libraries. The recorded use of the

books by the children is the greatest by far in the history of the department. It is a cause for gratitude that the teachers are so effectually co-operating with the library in scattering their books into the children's homes.

Miss Ely, as head of the department, and her assistants have worked under strain and disadvantage in crowded quarters, to select and distribute the books and to satisfy the teachers' requests as nearly and fairly as possible. To Miss Ely's ability and the helpfulness of her assistant, Miss Hollingsworth is due great credit for success in spite of obstacles.

Miss Ely, in connection with her school reference work, has prepared a complete annotated list of material, including pictures, on geographical subjects. The portion of it which includes the general reading matter valuable as side lights, was prepared at the Committee on the relation of library and school for incorporation in the general course of study.

Children's Department

The chief event of the two years has been the ill health and enforced leave of absence of Miss Ethel P. H. Hoskins, our children's librarian, since April, 1908. Miss Hoskins came to the Library in 1897 from the Brockport, N. Y. Normal school, and entered the two-year training class. Since then she has been successively assistant cataloger, assistant in charge of the School department, and finally Children's librarian since 1906. Her student mind, literary taste, and critical and executive ability has meant much to the development of the Dayton Library work for children. As compiler of the list of books in the Manual, instructor in the Children's literature course in the Normal school, and tactful, intelligent aid to the teachers in the School department, she has made a place for herself difficult to fill.

Miss Ely has carried many of the duties of the department since Miss Hoskins' going. During June-August, 1907, we were fortunate in having the services of Miss Alice Goddard, of the Pittsburg Training school, who had charge of the Children's room and conducted story hours very successfully centering about Roland, Siegfried, and King Arthur. During the fiscal year, 1908-09, Miss Bertha Burtch, a Nor-

mal school graduate, who had been in charge of the Henry Street branch library, was assistant in charge of the Children's room. In September, 1909, she left to take the course in the Training school for children's librarians at Pittsburg, and Miss Virginia Hollingsworth is to serve us in the same capacity for the present year. Miss Ely has meanwhile been made head of the School department and acting head of the Children's department.

The circulation of books from the Main Library Children's room during the past year has been 39,414, an increase of 5,973 over that of 1907-08, and of 13,273 in two years. About 1,500 children are using the room.

The series of story hours during the winter of 1907-08 was conducted by Miss Burtch, from the Beowulf, Robin Hood, and Scottish border stories.

During the past summer travel talks, illustrated by the reflectoscope, and given by people who had actually had the experience described, were enjoyed by a large number of the older children on Saturday afternoons. On Tuesdays groups of smaller children gathered on the lawn under the trees and listened to nature talks and stories. To all our good friends who helped give these pleasures to the children, who could not get away to the country or the vacation trip, our patrons are very grateful.

The stereoscope pictures continue to be enjoyed daily, supplemented by one hundred new ones on Germany, Italy, and Switzerland. The mounted picture collection has been growing steadily under the care of the department.

The most important of the book exhibits has been that prepared before Christmas as an aid to parents in buying for the home. It was an eye-opener to many mothers as to the high grade of books and illustrations provided the children at the Public Library. We suspect that the children who come to us develop a better reading taste than many of the children who rely on gifts not always intelligently selected. The exhibit also reminded us that good children's books are unfortunately expensive.

A large number of new titles have been added to the department the past year, including many books for the older children and adult books suitable for children. Miss Ely reports steadily increasing use of the room for reference work. Most of the 1,500 questions answered have come from school interests, but miscellaneous calls are growing rapidly enough to justify us in feeling that the children are developing personal relationship with the department.

Normal School Courses

The Library course in the Normal school, conducted since 1903, was omitted during the past year on account of Miss Hoskins' absence and the pressure of other work.

In the coming year, however, arrangements are made for an elective Library training course of six months for the seniors. Sixteen have already volunteered for it. Each student will give two hours' practice work in the various departments of the Library for one hour a week's instruction.

Staff Meetings

Monthly meetings of the entire Main Library staff have been held since January, 1908. These were begun upon expression of desire for them on the part of the staff, who gave the following purposes:

- 1. To learn of any special policy, project and problems either of any one department or of the Library in general in which co-operation would be helpful.
- 2. To be informed in advance of anything of interest pertaining to the Library which is to be made public.
- 3. To learn of any variations in the routine of work of any department affecting other departments and necessary for the information of substitutes from one to the other.
- 4. If it is found possible to allow time to each member for professional reading, such reading to be reported upon at the staff meetings.
- 5. To contribute anything of interest from personal reading which would be suggestive to other members of the staff for their own reading, or helpful to them in dealing with the public.

They have been very enjoyable to all in the mutual understanding and discussion of administrative and departmental problems, reports on visits to other libraries, conventions, etc. Library time has been allowed for them.

Several departmental meetings have been held also with profit.

Visitors and Outside Activities 1907-1909

The Library enjoyed a visit from the entire summer library school of the Indiana Library Commission in July, 1908. In May, 1908, the Librarian gave three lectures at the same school on "Aids in Book Selection," "Books for Girls," and "Work of the Dayton Public Library."

The Librarian served as president of the Alumni Association of the University of Illinois Library School for the past two years, and as such visited the school and lectured in May, 1908. She was also in attendance at the conference of the American Library Association at Lake Minnetonka, Minn., in June, 1908. A number of the staff also attended the Ohio Library Association conferences at Columbus and Cincinnati.

The Librarian has been asked to speak during the past two years before several factory clubs, the faculty of the night school of the Y. M. C. A. on the Technical department, and before the English department of the Y. M. C. A. on "Reading as a means of education"; before the Ohio conference of workers for the blind; before several clubs on the "Children's department," and to give a talk and present diplomas of the Ohio pupils reading circle at the Irving school. A paper was prepared for the educational number of "Greater Dayton," August, 1909, on "How the Library helps the city."

Through the kindness of the Board the Librarian had the rare privilege of a week of library visits in August last. Four days were spent in Pittsburg as the guest of Miss Olcott of the Carnegie Institute, a day in Buffalo, and two in Cleveland. Special attention was paid to children's departments, buildings, and playgrounds, and other forms of social work. The visits were of inestimable advantage and the Librarian is grateful for the opportunity and the beautiful hospitality extended.

In closing this forty-ninth annual report the Librarian wishes again to commend the absolutely faithful and fine spirited work of the entire staff in spite of obstacles and discouragement. Our reward after all is in the service we feel the Library is doing in the community for the people who come and go in it each day.

For the advice and personal friendship of the members of the Board, for newspaper publicity to our work, and for the interest and co-operation of many citizens I give hearty thanks.

Very respectfully submitted,

LINDA M. CLATWORTHY,

Librarian.

DAYTON PUBLIC LIBRARY

1907-08

TABULATED STATEMENT OF WORK FOR THE YEAR BOOK CIRCULATION BY AGENCIES

	Adult	Children	Total
MAIN LIBRARY	99,045	33,449	132,494
Branch Libraries		1	
Henry Street	9,855	8,573	18,428
East	8,260	6,852	15,112
West	7,703	6,104	13,807
Riverdale	6,601	5,212	11,813
	32,419	26,741	59,160
SCHOOL LIBRARIES			80,189
Deposits			
Steele High School	392	1	
Aull Bros	146		
Miami Valley Leaf Tobacco Co	33 .	1 1	
Davis Sewing Machine Co	16	1	
Troy-Pearl Laundry	303	! !	
Koleste Club—Schaefer Bros	504	1	
Ohio Club—Weinrich's	380	1	
American Cigar Co.	48	1 1	
Outlook Club—National Sign Co	189]	
Underwood's Candy Factory	168] }	
Reynolds & Reynolds	455	1	
Iola Club—Kinnard Mfg. Co	413		
Malleable Iron Co.—Alert Club	301		
Malleable Iron Co.—Men's Club	434	1	4 419
Hungarian Settlement	954	ll.	4,413
Total			276,256

REFERENCE SERVICE

About 5,000 time-taking reference questions have been answered or books furnished for their study by Library assistants. No account is kept of the number of books read or used in the building, or of the number of people visiting the building.

DAYS OPEN

Number of days Library open (closed four days for invoice). Number of hours per week	. 75
READERS	
Total number of card holders since 1895	32,557
Cards were renewed (2 years) for	2,727
New cards were issued to	3,730
Total number of active card holdersSpecial card holders—	12,914
Teachers	386
Special students	391
County residents outside of city limits	25
Transients	9

DELINQUENTS

DELINQUEN 15	
Number of delinquents	138
Visits to delinquents	169
Number of books recovered	118
Number of books not recovered	20
Number of books not recovered from last year's report	16
ACCESSIONS	
Number of volumes at beginning of year	72,454
Number of volumes added during year by purchase	4,735
Number of volumes added during year by gift	156
Number of volumes canceled during year	1,933
Number of volumes active in Library	75,412
Total illustrated toy books for small children	676
New picture bulletins and photographs	20
CATALOGING	
Volumes handled during year	5,311
Cards added to eight public catalogs	9,976
Cards added to official lists	3,669
Cards canceled	2,266
(Because of combining records of Juvenile and School	
Library books, and volumes canceled not to be replaced.) Revision of Children's catalog in progress.	
ivevision of Children's Catalog in progress.	
BINDING, REPAIR AND MECHANICAL PREPARA	TION
OF BOOKS	
Books rebound	1,914
Books bound	177
Books strengthened	26
Books mended (rebacked 644)	16,112
Books shellaced	2,619
Serials covered	2,208
Books collated	2,053
Books plated	7,174 11,007
Books pocketed Books tagged	1,069
Books lettered and numbered	1.210
ADDRES TOURS OF CHILD HUMBUCICU	1,20

FINANCIAL STATEMENT.

YEAR ENDING AUGUST 31, 1968

Receipts.

Balance on hand August 31, 1907		
Total	\$24,550	91
Expenditures		
Books and periodicals	\$21,787	
Account with City Tressurer August 31, 1908		
Treasurer's balance-		
August distribution of taxes credited on Library's books, but not included in receipts for fiscal year	\$11,055 93 8	05
Total	\$14,757	36

CONTRIBUTORS TO THE MUSEUM

1907-08

DAYTON

Allen, B. Edward
Boomershine, Frank
Bornstein, Mose
Bowel, Harry
Brown, O. N.
Conklin, Dr. W. J.
Conklin, Mrs. W. J.
DeVeuve, Mrs. Prentiss
Greene, Grace
Kern, Albert
Palmer, C. O.

Randolph, John
Reeve, Dr. J. C. Sr.
St. Mary's Institute
Simonton, C. W.
Simonton, L.
Sullivan, Carrie
Williams, F. W.
Wilson, Irwin
Woodhull, Lambert
Y. M. C. A.

ATSEGO, MICHIGAN Mrs. L. A. Nash

CINCINNATI, OHIO W. H. Behnna C. H. Fouch

PATERSON, N. J. Lloyd Hance

DONORS OF BOOKS

1907-08

Acknowledgment is also made to the many who have kindly given pamphlets and periodicals

water posterioral	Vols.
Atlas Portland Cement Co., New York City	. 2
Canada—Census and Statistics, Department of	. 2
Carpenter, C. U., New York City	. 1
Chase, Francis, Dayton	. 1
Coate, Lloyd B., Dayton	. 1
Dayton Journal Company	. 2
Dayton—City Council	. 1
Dayton—Education, Board of	. 2
Dayton-Police, Department of	. 1
Eclipse Electrotype and Engraving Co., Cleveland	. 1
Evening News Publishing Co., Dayton	. 2
German Newspaper Co., Dayton	. 2
Gunckel, Mrs. L. B., Dayton	. 8
Herald Publishing Co., Dayton	. 2
Hickey, Rev. William D., Dayton	. 1
Hunt, James B., Cincinnati	. 1
Ireland, Mary E., Washington, D. C.	. 1
Jewett, Dr. H. S., Dayton	. 6
Ledyard, L. C., New York City	. 1
Los Angeles, Cal.—Chamber of Commerce	. 1
Michigan—Health, State Board of	
Montgomery County Medical Society, Dayton	. 7
National Association of Manufacturers, New York City	
New Jersey (State)—Archives	. 2
New York (State)—Library	. 2
Railway News Bureau, Chicago, Illinois	. 1
Reeve, Dr. J. C., Dayton	. 3
St. Louis, Mo.—Park Commissioner	
Second Church of Christ (Scientist), Dayton	
Sheldon, R. I., Chicago, Illinois	. 1
Smithsonian Institution, Washington, D. C.	
Stenstrand, A. J., Naperville, Illinois	
Stern, L. M., Cleveland	
Sullivan, Charles, Dayton	. 1
Tunison, J. S., Dayton	
United States—Superintendent of Documents	. 204
V M C A	

DAYTON PUBLIC LIBRARY 1908-09

TABULATED STATEMENT OF WORK FOR THE YEAR BOOK CIRCULATION BY AGENCIES

	Adult	Children	Total	Grand Total
MAIN LIBRARY	97,948	39,405		137,353
Branch Libraries				
Henry Street	11,335	10,077	21,412	Í
West	10,264	8,848	19,112	[
East	8, 36 7	7,696	16,063	j
Riverdale	6,392	6,173	12,565	f
		-		- 69,152
School room libraries (343 teachers).				145,2 67
Alert Club (Malleable Iron Co.)		1	411	1
Girls' Friendly Society (Christ Ch.)		1 1	15	1
Girls' Friendly Society (Christ Ch.) Hungarian Club (Mall. Iron Co.)		1 1	989	1
Iola Club (Kinnard Mfg. Co.)			333	
Knights of King Arthur (Rev.			'	-
Beckwith)		1	28	ĺ
Men's Club (Malleable Iron Co.)		i	340	i
Mizpah Club (Beaver Soap Co.)		1 1	133	1
Outlook Club (National Sign Co.).		1 1	46	1
Raleign Club (Miami Valley Leaf		1 1	1	Ì
Tobacco Co.)		1 1	91	İ
Reynolds & Reynolds Paper Co		1 1	3 46	İ
Schaeffer Cigar Co		1 1	229	1
Troy-Pearl Laundry		1 1	33	İ
Victor Club (Aull Bros.)		1 1	280	
Steele High School Library		1 1	231	
·				3,505
Grand Total		(355,277

REFERENCE SERVICE

Six thousand, two hundred and fifty-two time-taking reference questions have been answered or books furnished for their study by the Library assistants. The gain is about 1,000 over last year. No account is kept of the number of books used in the building, or of the number of people visiting the building.

DAYS OPEN

Number of days Library open	301
Number of hours open per week (Main Library)	75
READERS	
Largest daily circulation (Main Library), February 20 Smallest daily circulation (Main Library), July 22 Cards renewed (good for two years)	1,269 199 2,586
New cards issued (new patrons)	3,588
Total*	6,174

*Which indicates a live registration of 12,248. Besides thosenrolled with cards, over 10,000 more children are reached dirbooks through the School Department, and several thousand young factories have access to book deposits. Special cards were also actively used by Teachers Special students County residents outside city limits. Transients	rectly was people 331 280 29
DELINQUENTS	
Number of delinquents Visits to delinquents Number of books recovered Number of books not recovered Number of books not recovered, from last year's report	121 85 8
ACCESSIONS	
Number of volumes at beginning of year	5,916
Total Number of volumes worn out and canceled during year	
Number of volumes in Library, September 1, 1909 Number of toy books added, 102; total in Library	79,748 6 21
CATALOGING	
Volumes handled	12,542
BINDING, REPAIR AND MECHANICAL PREPARA' OF BOOKS	rion
Books rebound Books bound (mostly magazines) Books strengthened Books mended (re-backed 657) Books shellaced Serials covered Books collated Books plated Books pocketed Books lated Books lated Books lated Books lated	18,900 3,289 2,069 2,286 8,822 14,042 2,403

FINANCIAL STATEMENT

YEAR ENDING AUGUST 31, 1909

Receipts

100001910				
Balance on hand September 1, 1908	11,055 11,653	5 3 75		
Total		· · · ·	\$26 ,165	17
Expenditures				
Books	\$ 5.958	72		
Periodicals	638	87		
Binding	1.343			
Fuel and light	629			
Telephone	60	-		
Museum	42	60		
Salaries of staff	10,726	46		
Care of Library and Museum	1,440	00		
Betterment and repair	607			
Furniture and fixtures	186			
	812			
Supplies and printing		• -		
Insurance	75			
Ohio Library Association	52	00		
Freight, express, drayage	88	67		
Postage	53	51		
Car fare	27	61		
Sundries	361			
Sundries				
Total			\$23,106	40
Balance			\$3,058	77
Account with City Treasurer, Augus	st 31, 19	909		
Treasurer's balance—				
August distribution of taxes credited on Library not included in receipts for fiscal year Outstanding orders	. 	 	\$11,178 712	17
Balance for year 1908-09	• • • • • •	• • • •	3,058	77
Total(Signed)	• • • • • •		\$ 14,949	55
M. I. Dryd N. E. Magi				
	,			

CONTRIBUTORS TO THE MUSEUM 1908-09

DAYTON

Barautsis, Polydonus
Branner, Edward
Conklin, Dr. W. J.
Conklin, Mrs. W. J.
Evans, Sampson
Grimes, Daniel
Jackson, Mrs. Mahala
Jackson, Roy
Kageyama, Hisa
Kenady, I. G.
Kern, Albert
Lane, Alice
Lowe, Huston

McCrea, C.
Murphy, Augustus
Nash, Mrs. L. A.
Office, Leon
Redman, Mrs. Pearl
Reeve, Dr. J. C.
Schlemmer, Louis P.
Simonton, C. W.
Simonton, L.
Thornton, E. P.
Voller, Herman
Wilson, Irwin
Woodhull, Lambert

NEBRASKA CITY, NEB. Miss Mary Johnson

> PATERSON, N. J. Lloyd N. Hance

CINCINNATI, OHIO S. Segal

NORTH STAR, OHIO Emanuel W. S. Weikert

PHILLIPSBURG, OHIO Thomas Flong

YELLOW SPRINGS, OHIO E. P. Thornton

Friends of the Children's Department who Told Stories or Gave Illustrated Travel Talks, Summer of 1909

Mr. Albert Kern	Miss Burtch
Miss Burtch	Mrs. Frank Conover
Mr. Daniel Iddings	Mr. Clement Gilmore
Miss Sallie Stutsman	Miss Edith Cummin
Mr. C. L. Brownell	Miss Alice Hunter
Miss Grace Greene	Miss O'Connor
Mr. Herbert May	Mrs. Hollingsworth
Miss Georgia Parrott	Miss Peirce

DONORS OF BOOKS

1908-09

Acknowledgment is also made to the many who have kindly given pamphlets and periodicals

V_{ℓ}	ols
Chicago—Mayor	0.00
Conklin, Dr. W. J., Dayton	
Frank Alaben Genealogical Company, New York City	
Geisler, Arthur, Dayton	
German Newspaper Co., Dayton	
Hancock, Mrs. Elizabeth, Los Angeles, Cal	
Henry, Dr. F. R., Dayton	7
Hungerford-Holbrook Co., Watertown, N. Y.	
Massachusetts-Charity, State Board of	
Montgomery County Medical Society, Dayton	1
New York (City)—Merchants' Association	1
New York (State)—Library	10
Ohio Archaeological Society	
Ohio—Health, State Board of	4
Onio Medical Registration and Examinations—State Board of	:
Ohio State Library	22
Ohio Valley Historical Association, Columbus	
Ohio-Workshops and Factories. Department of Inspection of	1
Peaslee, T. B., Cincinnati	1
Raymond, G. L., New York City	1
Reeve, Dr. J. C., Dayton	7
San Francisco—Citizens' Health Committee	1
Stearns, F. P., Philadelphia. Pa	4
Trimble, George, Cleveland	1
United Brethren Publishing House. Dayton]
United States-Superintendent of Documents 2	229
Weckel, Mrs., Dayton	2:
Y. M. C. A., Dayton	9









Annual Reports

of the

Dayton Public Library and Museum



BOARD OF TRUSTEES

Meetings fortnightly, on Tuesdays, at 4:30 P. M.

MEMBERS

Dr. J. W. Conklin, President.

S. W. DAVIES, Vice President.

ALBERT KERN, Secretary.

E. L. SHUEY.

J. C. ELY.

SIGMUND METZLER.

L. W. JAMES.

STANDING COMMITTEE;

Books, Periodicals, Binding—Davies, Shuey, Ely. Finance—Kern, Davies, Metzler. School and Branch Libraries—Shuey, Ely, Metzler. Repairs and Supplies—Ely, Metzler, James. Museum—Kern, Davies, Metzler.

LIBRARY STAFF

Librarian, LINDA M. CLATWORTHY, B.L.S.

FRED H. KOCH, Head Shelf Department and Reference Librarian.

MATILDA M. LIGHT, Head Cataloger.

MINNIE E. ALTHOFF, Head Circulating Department.

MARY L. ELY, Head Children's and School Department.

*ELIZABETH B. DOREN, Cataloger.

VIRGINIA HOLLINGSWORTH, Cataloger.

MAUD WELLER, Assistant in charge Children's Room.

†MAUDE S. MILES, Assistant in Circulating Department.

THERESA C. WALTER, Supervisor Book Repair and Binding. HERBERT MAY, Serial and Document Clerk.

NELLIE E. MAGINNIS, Office and Order Clerk.

MINTA I. DRYDEN, Hektographer.

CARRIE S. BENCH, Catalog Clerk.

CORRINE BYRNE, Typist.

EDWARD C. COLBY, Shelf and Serial Clerk.

§ MILDRED HORNER, Clerk in Children's Room.

§MILDRED HOLTVOIGT, Book Repair Assistant.

HELEN TATTERSHALL, East Branch Assistant. RUBY ROSS, West Branch Assistant. IRMA UHLIG, Henry Street Branch Assistant. ALICIA CAULFIELD, Henry Street Branch Assistant.

EDWARD Y. HARVEY, Janitor. Mrs. Ida Corrello, Cleaner.

MUSEUM

Custodian, LYMAN SIMONTON.

*Granted extended leave of absence, March, 1911. †Appointed August, 1910. †Appointed May 1, 1911. §Appointed September, 1910.

REPORT OF THE LIBRARY BOARD

To the Board of Education.

GENTLEMEN: The Trustees of the Dayton Public Library and Museum herewith submit, in compliance with law, the following report for the year ending August 31, 1911:

Special attention is asked for the report of the Librarian, which briefly touches upon the salient features of the technical work of the year, and, in part, outlines the plans for the immediate future.

The red-letter event of the year was the generous gift of Mr. Carnegie of fifty thousand dollars for the building of two branch libraries. The friendly attitude of the Park Commission and the liberality of Messrs. Frank, William, Henry, and Walter Kuhns enabled us to secure ideal locations. The East Branch will be placed in Findlay Park, and the West Branch in a park especially provided by Council at the corner of Fifth Street and Euclid Avenue.

Architects are preparing plans for the buildings, which will represent advanced modern ideas of library construction, and will contain auditoriums, club and exhibit rooms, and every convenience for effective library work. The completion of these branches will provide excellent library facilities for these important sections of the city.

During the past summer extensive changes have been made in the central building, especially in the basement, which is now well lighted and ventilated, more sanitary, and in every way better fitted for library use. The fact that these alterations have neither increased the floor space nor overcome the crowded condition of the main building is the fly in the ointment. This is, by far, the most serious question which confronts the trustees, and, unfortunately, it will not be solved by the proposed branch libraries.

While the steady growth in size and usefulness of both library and museum are most gratifying, it also brings added responsibilities. Unless some means can be speedily devised to get more room at the central building, this growth will be seriously hampered, a condition which will not be kindly received by the citizens of progressive Dayton.

Very respectfully yours,

W. J. CONKLIN, M.D., S. W. DAVIES, ALBERT KERN, • E. L. SHUEY, J. C. ELY, SIGMUND METZLER, L. W. JAMES,

The Dayton Public Library and Museum Board.

Report of the Librarian, September 1909-August, 1910

It has not seemed necessary during the past four years to print a report annually, so long as the chief matters have been statistics and detail. Hence for the second time the report is printed biennially, with a summary only for the intervening year.

From April to September, 1910, the Librarian enjoyed a leave of absence for study and travel in Europe, and Miss Electra C. Doren kindly consented to take charge of the library in her absence. Statistics of the year's work will be found in the appendix, and special items of progress have been noted under the departmental reports for 1910-1911.

REPORT OF THE LIBRARIAN 1910-1911

To the Board of Trustees of the Public Library and Museum. Gentlemen: Following is our annual report for the year ending August 31, 1911:

CIRCULATION OF BOOKS.

The book circulation of the library throughout its various agencies amounted to 271,026 volumes. There was an increase of 12,162 at the main library, largely accounted for, probably, by the closing of the Riverdale Branch which was so near the central building. As the federal census of 1910 now definitely places Dayton's population at 116,577, our circulation per capita for last year was two and one-third volumes. The circulation per volume of book collection was three and one-fifth times. The growth of circulation from the main building during the past six years has been twenty-five per cent.

CHARACTER OF THE READING.

The fiction percentage of the entire circulation was fifty-two per cent., a decrease of nine per cent. in the past six years, and indicating, on the other hand, a large proportion of purposeful reading. In the main library, from the adult loan desk, the fiction was sixty-one per cent.; from the children's room, fifty-nine per cent. About half of the books circulated were children's books.

Readers.

Five thousand six hundred and sixty new registrations were made during the year, making a total of 11,575 card holders since the re-registration began, in May, 1910. All of these have visited the library, or its branches, and drawn

out books during the past sixteen months. Of these 3,700 are enrolled in the children's department.

The distribution of library patronage in various sections of the city is interestingly exhibited by a map, shown at the library, prepared from the street census made by the staff in connection with the selection of sites for branch libraries last spring.

In addition to card holders, all the children in the public schools and several thousand factory workers have direct access to book deposits, though not necessarily visiting the library.

BOOK BUYING.

The number of books added to the library was 5,369, of which 483 were gifts. Two hundred and five current periodicals and newspapers were subscribed for (295 copies), and 52 were received as gifts.

One thousand good half-tones of examples of Greek, Roman, and Italian art were purchased and mounted together with 500 on hand and added to the picture collection.

The library is on the exchange list for most of the libraries in this country and many abroad, which issue printed reports and also secures the catalogs of 81 of the leading colleges and schools, as well as reports of park commissions, some municipalities, etc. These and the miscellaneous pamphlets not yet bound or catalogued are not recorded above.

CATALOG DEPARTMENT.

Work has been completed upon 6,659 volumes, of which 5,712 were new to the library, and 947 were reclassified and recatalogued from the "old library" collection. The subjects in the "old library," completed during the past two years, are as follows: All of general, ancient, and French and part of English, Russian, and Italian history; pedagogy; essays and collections; all the reference books; some travel; and a selection of important books all through the circulating collection, a total of 2,195 volumes. In addition, 607 volumes are now classified and ready for cataloging.

One thousand four hundred and sixty-eight volumes were canceled as lost, worn out, or discarded. Catalog cards to the number of 10,631 were made and filed.

During last year the catalogers took charge of the reference desk during three or four afternoons each week. Miss Elizabeth Doren was granted a four months' leave of absence during the year, and in the summer, Miss Newman, of Marietta College Library, served as her substitute.

BINDERY AND BOOK REPAIR.

The number of books repaired has almost doubled since 1907, amounting this year to 28,242. Books sent to the bindery numbered 1,740. The head of the department was invited to lecture on book repair at the Summer Library School of the Indiana Library Commission, as a result of her work in the local library. The appointment, in 1910, of an assistant to Miss Walter has allowed better supervision of condition of books at branches and on the shelves.

SHELF DEPARTMENT.

Constant shifting of books was made necessary by the crowded condition of one class after another and of building changes. Recataloging of a large section of the "old library" shelved on the main floor crowded the history shelves in the balcony to such an extent that an entire shifting of the balcony collection was made necessary during the summer. In the periodical reference room several sets have had to be transferred to storage. Various indexes and labels for the shelves are in process of preparation with the intention of keeping location of books as clear as possible to the public and staff as well.

Storage of Books.

In the shifting and recataloging of the collections in the main book room, several thousand volumes have gradually accumulated whose infrequent use makes them worth only storage space.

A large storage room, fitted with good shelves and easily accessible, is one of our necessities at the present time.

The book room itself, though from time to time relieved of the less used volumes, will be crowded to its limit some time in 1912. A second balcony, or a stack extension (both

involving difficult problems of lighting), will have to be planned at once, unless the annex to the main building can be provided within the year.

Public Document Division.

Three hundred and seventy-two bound volumes were received and cared for, and about 4,000 unbound bulletins, circulars, etc.

The cutting down of three windows in the document room has made it a good reference room. On account of the congestion of the document collection, the old alphabetic arrangement had to be discarded, and only the most used sets retained in the document room proper, while the less called for have been stored in new floor cases in the hall way.

Invoice was taken of the back files of unbound bulletins and circulars and many missing numbers secured. Those of the Agricultural Department and the Bureau of Education were then bound into over 100 volumes. This relieved the document pamphlet room to such an extent that it has been possible to accommodate its work elsewhere, freeing the little room for the children's department. The listing and distributing of all documents will be done hereafter in the newly lighted store room.

The shelf lists and check lists of all federal documents are now completed, and the shelf listing of the State documents will next be taken up. After that is finished, it is hoped that some attention can be given to the municipal documents gathering slowly in the pamphlet collection.

Periodicals and Gifts.

The 347 periodicals currently received are checked and distributed from an office railed off in the document room. Also all gift pamphlets are to be here received, checked, and acknowledged.

TECHNICAL DEPARTMENT.

During the year 1909-10 visits were made to about seventy factories and the coöperation of manufacturers was sought in distributing the "Shop List" and encouraging their men to use the books. The National Cash Register Co. purchased 1,000 copies of the Shop List to distribute to its men.

Mr. Koch has been able during the past year to make some long-planned shop visits. His report is quoted.

"The library work among shopmen has been of a closer nature this year than at any previous period. Starting about November 15, 1910, and continuing up to the latter part of May, 1911, twenty-five shop visits were made. It was necessary to make two visits to each shop; the first, to make arrangements for the visit by securing consent of officials and the posting of the placard announcing exhibit of technical books; second, the visit on the appointed day during the noon hour with the collection of forty volumes called the Shop Library. This made in all about fifty visits during the period.

"On the day the visit was made with the Shop Library, I usually arrived at the shop at the beginning of the lunch hour and proceeded to arrange the books in the best possible place, which was, as a rule, in the part of the shop where the largest number of men congregated. Work benches, large pieces of machinery, boards, etc., were utilized for the display of the books.

"A placard containing a list of the technical magazines taken by the library was also posted. This placard also contained the information that all the magazines were eventually bound and placed in a room where they were easily accessible, and that special indexes were available to assist in research work.

"After books had been arranged and placard posted, the next step was to distribute Shop Lists and certificates among the men who did not go out for lunch. When the men who had gone out for lunch began returning, I took a position near the time clock, handing each man, as he registered, a copy of the Shop List and application card, and at the same time calling his attention to the book exhibit. This was necessary, as apparently not many had taken time to read or given attention to the placard announcing the visit, thus mistaking me for a book agent when they saw the collection of books.

"When the men had gathered in sufficient numbers, and lack of interest was shown, as was sometimes the case, I would gather up a number of books and distribute them, at the same time asking each individual in what particular line he was interested, then supplying him with the proper book. If book for the particular subject was not available, the Shop List was resorted to and name of book pointed out to him.

"This method could only be pursued in the smaller shops; in the larger shops a few general remarks were made about the books in the exhibit, the resources of the library, and a borrower's privileges, the remaining time being used in answering questions and finding out as many individual wants as possible.

"In a few shops I was warned that when the shop resumed work after dinner, I must immediately stop and get ready to leave, and in these same places several men were sharply called to order for lingering too long over the books or conversing with me a few minutes after work had been resumed.

"In other places, however, hearty coöperation on the part of the officials was shown, especially in one particular shop where I was given permission to visit and talk to the men during working hours.

"The chief disadvantage of these noon hour visits is that lunch time is usually too short, in some shops being but thirty minutes, which obviously leaves little time for work with the men.

"I would suggest that we have deposits of books sent to the factories in cases similar to those now used for the factory girls' clubs. These books should be selected to cover the various phases of shop work where the deposit is to be made. Under this method the books would be located in the shops where the men could see them frequently, which would probably create a desire on the part of the indifferent ones to consult or read.

"With all the agitation for technical education now going on throughout the United States, I believe there is a good field for this work to continue in this manner, even though we begin in a modest way.

"That this work has resulted in some good is true. We have positive knowledge that at least twenty new patrons have been secured directly through these efforts, and also a few indirectly.

"The certificates which were distributed were marked for identification. A few shops were visited before this marking of certificates was adopted, hence a few may have been missed.

"An increased circulation of the technical books is noted, the circulation this year being 2,700, an increase of 101 over that of last year. This does not give the entire number of technical books circulated, as many are included in the class of 500—natural science—and no separate count is made.

"The use of the technical magazines this year has been greater than at any previous period. The men use these mostly in the evenings and on Saturday afternoons, and quite a few of these patrons use the library for this purpose only."

The book selection for this department has this year been given largely into the hands of Mr. Koch, aided by the advice of technical experts in the city. Reviews in all the technical journals are read and the lists are then augmented in the office by the lists and purchases of other libraries and some other sources. The resulting list is sent to the committee for recommendation before being acted upon by the Book Committee of the Board.

A new edition of the Shop List is ready for printing, and we hope it can be issued the first of the year.

REFERENCE SERVICE.

At the two reference and loan desks of the main library there were received 7,641 reference questions. Of these, 5,026 were in regard to school work, including all the public schools, Catholic schools and college, private schools, and a considerable number of neighboring colleges or college students at home on vacation.

The women's clubs of the city and vicinity made the next largest demand upon the library, and the programs of ten clubs are kept on file.

Miscellaneous questions numbered 521 upon subjects too numerous to mention. We welcome the growth in this direction as showing the usefulness of the library for general information.

Calls upon the technical resources of the library came next, with 419 requests from artisans, chemists, and engineers. This does not represent the total number of calls in this line, as the printed Shop List allows many men to find their own material, and men are always quicker to find their own way in the library than any other class of users.

There has been gratifying increase in business calls, 190. The professional inquiries followed from 103 doctors and lawyers.

The use of the library for reference by church workers and students numbered 412. These calls are usually for Bible study, Young People's Society talks, missionary societies, and the ministers' personal research.

Only two municipal questions came to the reference assistants during the year from our own city, but the librarian has had considerable correspondence from other cities in regard to local franchises and methods of government. The City Clerk, Mr. Wayne G. Lee, has given much appreciated aid in answering some of these questions.

Two hundred and thirteen non-residents of Dayton, usually from the towns round about, have received reference assistance in the library. No account has been kept of the large amount of assistance asked for by correspondence, save where it has been turned over to the reference desk.

The members of the staff who have given most time to reference service are Mr. Koch, in the adult reference, and Miss Ely, in the children's department. Miss Light and other members of the catalog department, and Miss Althoff, at the loan desk, have also aided in the adult work.

No special assignment in the reference service was made last year for advance preparation of the high school, club, and missionary bibliographies, the questions being met as they came. This year the appointment of Miss Hunter, Steele High School librarian, for afternoon periods at the main library to meet and prepare for high-school reference service will again put this work on a better basis. Another year more advance preparation will be made for the club programs, and all clubs will be asked to print book lists in their programs.

BULLETINS, BOOK LISTS, AND EXHIBITS.

The library distributed 500 copies of the "Books for Home Builders," compiled by the Washington, D. C., Library, and issued by Sherwin-Williams Paint Co. The list seemed to

meet a decided need and was attractively gotten up. It points towards the advantages of issuing an architectural list of our own as the next subject to be developed in our technical department. Material has been on hand for some time waiting funds for printing.

The Shop List (edition of 1909) is still in print, but there will be call for a new edition by 1912.

"The Manual for the Use of Dayton Parents and Teachers" has been out of print for some time, and is being revised for a new edition in 1912. Requests are constantly received from other libraries and schools for it.

The annual Christmas Book Exhibit was held under the auspices of the children's department.

The college exhibit case and the current events bulletin boards and the bulletin of educational announcements have been kept up and much used.

Books and bibliographies on special holidays and occasions have been exhibited.

The new books of interest to the general reader have been kept in a prominent place, apart from the main book collection, and have proved most attractive to our better readers. We need a larger place for such book displays, and could casily use the entire central part of the building, if the periodical reading room could be accommodated elsewhere.

The innovation of the year in the line of book display was the exhibit of Bible study literature at the meeting of the Ohio Sunday-School Association held at Memorial Hall in Dayton last June. Good space in the large exhibit hall was given us, which we arranged as a handsome room equipped as a Bible student's private library. The books displayed were: A selected number on Bible study, following the International lessons for the year; Bible stories for little children. including aids for the story teller; books on pedagogy and Sunday-school methods, including some outline study courses for adult classes; books for parents on moral and religious training; a model collection of books for a Sunday-school library in a deposit case, such as may be borrowed by Sunday schools in outlying districts of the city; pictures and stereoscope views of Bible lands and characters; and religious and missionary periodicals.

Lists of the books exhibited were printed and distributed at the convention and later at the library.

By our invitation, several other of the larger libraries of the State coöperated—Cincinnati, Cleveland, Toledo, and Youngstown sending lists and pictures, and the Traveling Library Department of the State Library sending a sample traveling library under the care of a representative, who took orders for over 1,000 books to be sent to country Sunday schools.

Altogether the exhibit served to show very clearly and attractively to Dayton Bible students the resources of their own public library, and surely stimulated interest both in Bible study and in library use. At the request of Doctor Clark, State secretary, a report of the exhibit was written for the bulletin of the association. A picture of the exhibit is shown on page 16.

CHILDREN'S DEPARTMENT.

Children's Room at the Main Library.

The circulation of books from this room amounted to 38,443, fifty-nine per cent. of which was fiction, a slight increase over last year. At the end of the first year of the required re-registration of borrowers, May, 1910—May, 1911, it was found that 2,126 children had taken out cards and were visiting the main library children's room.

Miss Weller, the assistant in charge, reports that "special effort has been made to get in close touch with all children who frequent our library. A hint as to any special interest has been respected and help given whenever possible. Though our suggestions are not always followed, we endeavor to keep in our children's confidence, trusting always to lead a step higher." In the effort to make the room attractive, friezes and bulletins were planned for each season, and in most cases a change was made for each month of the year. Small collections of good books for boys and girls, and collections in which we wished to incite interest, have been placed where they would attract attention. The remodeling of the room makes it much more usable and pleasant.

Children's Reference Room.

In the spring the reference books had to be removed from the children's circulating room and placed at the other end of



Library Exhibit at Ohio Sunday School Convention, June 1911.

the hall for space and quiet. This necessitated the duplication of many books and the separation of all cards for reference books in the children's catalog, a piece of work which would have been unnecessary had the children's reference room been close to the circulating room.

With the new year the children's reference service is to be accommodated in the old school library room at the entrance to the basement. The statistical report of this service is included in the general reference report. Two thousand six hundred and fourteen questions from grade and parochial schools received attention, 312 from parents, and 176 miscellaneous questions. It is interesting to note that twenty-five per cent. of all the high-school reference service comes to the children's department, chiefly from the first year students, whose school (Parker High School) is so close to the library, and who feel more at home in the children's department.

The Superintendent of Instruction has coöperated with this service by sending in his courses of study, so that we are able to some extent to anticipate the calls for school material.

Miss Ely prepared, upon request during the year, the following special lists:

Fifty books for dining-room girls at Young Woman's League.

One hundred books for a Sunday-school library for a theological seminary professor.

Twenty standard novels for high-school girls.

Fifty books annotated giving information on various subjects in story form for a Sister of St. Mary's School.

Deposits of books have been sent to the Oak Street U. B. Church for their boys' and girls' clubs.

Administration.

Staff meetings have been held by the head of the children's department with the assistants in the children's room and the branch assistants. Some study of children's literature was attempted, but the effort was later abandoned on account of the changes on the staff at the branches and illness.

No story hours have been held, because of the large amount of it done in the schools. The illustrated travel talks so successful in the past summers had to be abandoned because of the filling up of the floor space in the document room, which had been used for that purpose.

A special census was taken of the child patrons of the library at the end of the first year of required reregistration, It was found that during the year 3,362 children from eight to sixteen years of age had taken out cards in the children's department and had visited the library or one of its branches. Of these, 2,126 were at the main children's room, 473 at Henry Street Branch, 385 at East, and 378 at This means that twenty-two per cent. of the West Branch. school children (grade and parochial) are enrolled in the children's library, a responsibility which we scarcely contemplate with equanimity on account of our few trained helpers and crowded quarters for personal assistance. the other hand, once we have an adequate children's room at main and branch libraries, there is no reason why we should not reach a much greater proportion directly with books.

SCHOOL LIBRARIES.

This department has been forced, since June, 1910, to house its books and do its selection and distribution from temporary quarters in the old Cooper School building near the depot, half a mile away. For reasons of economy of administration, brought about by the distance from the central library, a trial was made last year of the plan of issuing the books for the whole year without the mid-winter ex-The books were not issued until November, and were recalled in May, so that they were only in use for six Three hundred and forty-two teachers received The circulation for this period was class-room libraries. 67,618 volumes, seventy teachers not reporting on their circulation. With the new year, trial will be made of charging the books to the school buildings instead of to individual teachers, leaving the redistribution, if desired, in the hands of the principals. We are forced to these expediences by circumstances, but hope the arrangement will prove satis-It has some advantages, as well as disadvantages. A collection for exchange during the year, including new books, is kept at the main library.

A rather careful census was taken at the end of the last school year of the use of the school libraries by different schools, and the following honor roll resulted:

HONOR ROLL OF SCHOOLS.

Lib	rary Card Holders.	Use per Volume of School Library Books.	Double Honor.			
"	Franklin 54% Ruskin 43% Garfield 39% Central 32% al) St. Joseph's 29% Emerson 28% Newcom 27% Longfellow 24% Irving 23% Van Cleve 22% Hawthorne 22%	Allen 17% Van Cleve 13% Franklin 10% Schiller 10% Patterson 10% Hawthorne 9% Washington 9% Harrison 9% Central 7% Emerson 7%	Franklin Central Van Cleve Emerson Hawthorne			
	RECORD KEEPING IN	SCHOOL LIBRARIES.				
Perfect.						
Allen.	Van Cleve.	Whittier.				
Honorable Mention.						
Central. Franklin. Garfield. Harrison	Irving.	Longfellow. Patterson. Schiller. Webster.				

BRANCH LIBRARIES.

The three branch libraries enjoyed a circulation of 51,969, a gain showing at East Branch, and a small decrease at Henry Street and West. The rooms have been newly decorated within the past year or two and are very conveniently arranged, with outside entrances. The shelving is so crowded as only to permit the addition of a few current publications during the present year.

At East Branch considerable interest has been shown by the boys and young men, and a club has been organized by them, with the aid of the branch assistant, for nature study and reading. To Miss Tattershall is due all credit for the interest and growth at this center.

The year 1909-10 saw large growth in the use of Henry Street Branch, while the circulation almost reached 25,000 volumes, a remarkable use of books for a library located in a single room in a school building. The enthusiasm and carnestness of Miss Irma Uhlig and Miss Alicia Caulfield, the Normal School graduates in charge, brought about this

development. March 18, 1910, a mass meeting and social evening was held by branch readers, and talks were given by Mr. Metzler, of the Library Board, Miss Downey, State Library Organizer, and the Librarian. These people should have a branch library building of their own when they are able to secure a satisfactory site in their district.

May 2, 1910, the little library called Riverdale Branch, was closed by the Board, for though doing good work it was felt that the need of this locality so near the main library did not justify the expense.

DEPOSITS.

Under the teacher's special privilege of borrowing ten books at a time, deposits are allowed to the three public high schools, and to St. Mary's Institute, our growing Catholic academy and college.

Deposits of general reading matter, chiefly selected and visited by Miss Althoff, have been kept at sixteen other centers, including the Hungarian settlement, ten girls' clubs in factories and laundries and tobacco shops, one at the colored Y. M. C. A., and two at the Oak Street U. B. Church. At several of the girls' clubs regular programs of study have been followed for which we supplied literature.

OUTSIDE ACTIVITIES.

The library, at the suggestion of the State Library Organizer, held a district meeting March 18, 1910, to which some forty librarians and trustees of southwestern Ohio came, on our invitation, for an all-day conference.

On July 9, 1910, Miss Doren and staff entertained the summer school of the Indiana Library Commission on their annual visit to our library. Miss Doren also kindly edited the material gathered for the library page in the new home edition of the *Dayton News*.

Eight members of the staff attended the Ohio Library Association meeting at Columbus, in October, 1910, at which the Librarian and Miss Ely were on the program.

The Librarian represented the library at the Tri-State meeting at Louisville in October, 1909, and spoke on "How to Reach the People." While on her travels, in September,

1910, she had the pleasure of attending and speaking at the annual meeting of the British Library Association at Exeter, and of the New York State Library meeting at Lake George, New York.

The Librarian appreciated the courtesy of several days' time allowed for visiting library round table meetings in the northeastern section of the State last May, as President of the Ohio Library Association; also for Executive Board meetings and planning during the year. The close connection with the library activities of the State were most pleasant and helpful during my presidential year.

The Librarian has been called upon to speak and to write on behalf of the library on several occasions during the year. Some of the invitations have been accepted and others had to be refused on account of the constant pressure of work in the library.

CONCLUSION.

For faithful effort on the part of each member of the staff to make this library efficient and helpful, I give my grateful thanks. To the Trustees for advice and public spirited service to the library cause, I give tribute; to all the friends and patrons of the library and museum, especially to those who had part in securing our branch library sites, to press and schools and city officials, appreciation.

Very respectfully,

LINDA M. CLATWORTHY,

Librarian.

DAYTON PUBLIC LIBRARY

1909-1910

TABULATED STATEMENT OF WORK FOR THE YEAR. BOOK CIRCULATION BY AGENCIES.

	A dult	Chil- dren's	Total	Grand Total
MAIN LIBRARY	93,322	38,224		131,546
Branch Libraries—				
Henry Street	12,660	12,007	24,667	
West	9,893	7,374	17,267	
East	7,843	6,950	14,793	
Riverdale (closed since May 2, 1910).	4,266	4,800	9,066	65,793
School Room Libraries (326 teachers)		75,329		75,329
Deposits—				
Alert Club (Malleable Iron Co.)	384	1		
Aull Bros. (Victor Club)	181	i		
Century Club (Kinard Mfg. Co.)	216			
Excelsior Club (Excel. Laundry Co.).	80	ĺ		
Gem Shirt Co	191	[
Hungarian Settlement	780		•	
Men's Club (Malleable Iron Co.)	452			
Miami Valley Leaf Tobacco Co	156			
Reynolds & Reynolds Co	376			
St. Mary's Institute	125	ļ		
Schaefer Cigar Co	140			
Steele High School	405			
Stivers High School	255			3,741
	131,725	144,684		276.40

REFERENCE SERVICE.

Five thousand nine hundred and seventeen time-taking reference questions have been answered or books furnished for their study; 3,150 at the adult reference desk and 2,767 in the children's department.

DAYS OPEN.

Number of days main library open 306 Number of hours main library open per week 75 Number of hours branches open per week 20
READERS.
Largest daily circulation, main library
Total

Special card holders— 145 Teachers 80 County residents, outside city limits 24 Transients 16
DELINQUENTS.
Number of delinquents 124 Visits to delinquents 133 Number of books recovered 95 Number of books still delinquent 29
ACCESSIONS.
Number of volumes at beginning of the year 79,748 Number of volumes added by purchase 5,471 Number of volumes added by gift 291
Total
Number of volumes in library, September 1, 1910
CATALOGING.
Volumes handled 7,010 Cards added to seven public catalogs 14,395 Cards added to official lists 9,162
BINDERY, BOOK REPAIR, AND MECHANICAL PREPARATION OF BOOKS.
Volumes rebound 3,036 Volumes strengthened 72 Volumes mended 25,117 Volumes shellaced 3,023 Serials covered 2,026 Volumes collated 364 Volumes plated 9,666 Volumes pocketed 13,319 Volumes tagged 2,944 Volumes lettered and numbered 3,162 Volumes cut 229 Volumes embossed 3,643

STATEMENT FROM GENERAL LEDGER YEAR ENDING AUGUST 31, 1910

Receipts.				
Balance with city treasurer, Sept. 1, 1909	3.058	77		
Tax duplicate of June, 1909				
Tax duplicate of December, 1909				
Interest on deposit	245			
Receipts from fines, sales, etc., in library deposited	240	41		
with city treasurer	600	-0		
	628	อง		
Gift from Montgomery County Medical Society for		~ ~		
medical department, April 6, 1910	50	00		
Total receipts			\$27,024	55
Expenditures.				
Books \$	4,940	66		
Periodicals	766			
Binding	1.648			
Telephone	60			
Fuel and light	995			
	11,904			
Care of building and museum	1,709			
Betterment and repairs—	1,100	02		
Book stack gallery and electric light installation.	4.054	93		
Miscellaneous	94			
Furniture and fixtures	353			
	855			
Supplies and printing	17			
Museum	55			
Night watchman				
Insurance	12			
Laundry	34			
Hauling, express, freight, carfare	181			
Postage	56			
Sundries	414	66		
Total expenditures		_	\$28,155	43
Deficit for year			\$ 1,130	88

DAYTON PUBLIC LIBRARY

1910-1911

TABULATED STATEMENT OF WORK FOR THE YEAR BOOK CIRCULATION BY AGENCIES.

	Adult	Chil· dren's	Total	Grand Total
MAIN LIBRARY	105,265	38,443		143,708
Branch Libraries— Henry Street	12,825	8,664	21,489	
East	8,811		16,107	
West (closed three days for repairs).	8,754		14,373	
West (closed three days for repairs).				51,969
School room libraries (six months' use;	1	i i		02,000
342 teachers—70 made no report)		67,618		67,618
Deposits—				
Alert Club (Malleable Iron Co.)	457			
Century Club (Kinard Mfg. Co.)	361			
Colored Y. M. C. A	144			
Excelsior Club (Excelsior Laundry)	318	,		
Gem Shirt Co	543			
Heilmann Cigar Co	40			
High Standard Club (Lowe Bros.)	128			
Hungarian Settlement	1,649			
Malleable Iron Co.'s Men's Club		' '		
Miami Valley Leaf Tobacco Co Oak Street U. B. Church—	36			
Boys' Club	121		ŀ	
Girls' Club	40			
Reynolds & Reynolds	453		i	
St. Mary's Institute	557	i	i	
Schaefer Cigar Co	435			
Steele High School		i		
Stivers High School		į	i	
Troy Pearl Laundry			ĺ	
Victor Club (Aull Bros.)	521	ļ		
	143,386	127,640		271,129

REFERENCE SERVICE.

Seven thousand seven hundred time-taking reference questions have been answered or books furnished for their study—4,419 at the adult reference desk and 3,281 in the children's department. No account is kept of the books used in the building or of the number of people visiting the building.

DAYS OPEN.

Number of days main library open	5
Number of one-half days branch libraries open	2
Number of hours main library open per day121/	4

READERS.

READERS.
Average daily circulation, main library
Main library 4515 Henry Street 412 East 392 West 341
Total
special card holders— about 30,000
Teachers
Special students
County residents
Transients
DELINQUENTS.
Number of delinquents
Visits to delinquents
Number of books recovered
ACCESSIONS.
Number of volumes at beginning of the year
Number of volumes added by purchase
Total
Number of volumes worn out or canceled during year
Number of volumes in library, September 1, 1911
CATALOGING.
Volumes handled 6,609
Cards added to six public catalogs
Cards added to official lists 8,957
BINDING, BOOK REPAIR, AND MECHANICAL PREPARATION OF BOOKS.
Volumes rebound
Periodicals and pamphlets bound
Books strengthened
Books mended 28,243 Books shellaced 2,758
Serials covered and lettered
Volumes collated
Volumes plated
Volumes pocketed 13,241 Volumes tagged 2,143
Volumes tagged
Total Total and Hamberta

FINANCIAL STATEMENT

YEAR ENDING AUGUST 31, 1911.

Receipts.				
Tax duplicate of June, 1910	\$11,635	34		
Tax duplicate of December, 1910				
Received from interest on deposit	260			
Received from fines, etc., in library, and deposited		•		
with city treasurer	728	12		
Received gift from Montgomery County Medical Socie-	120			
ty, February 23, 1911	50	ሰሰ		
ty, reprusity 25, 1511				
Total receipts			\$ 28,5 8 2	23
${\it Expenditures}.$				
Deficit for year 1909-10	\$1.130	88		
Books	4.845			
Periodicals	788			
Binding	1.113			
Fuel and light	910			
Telephone	61			
Museum		15		
Salaries of library force	12.396			
Care of library and museum	1,743			
Betterment and repairs	335			
Furniture and fixtures	217			
Supplies and printing	619			
	30			
Insurance				
O. L. A. expenses	30			
Freight, express, drayage	109			
Postage	80			
Carfare	48			
Sundries	233	04		
Total expenditures			\$24,699	44
*Balance			\$ 3,882	79

*Contracts on basement improvements to be paid from this.

DONORS OF BOOKS

1909-1911

Acknowledgement is also made to the many who have kindly given pamphlets and periodicals.

	Vols.
Abbot, E. S., Dr., Waverley, Mass	. 2
Althoff, Minnie E., Dayton, Ohio	. 2
Baldwin, Dr. J. F., Columbus, Ohio	. 1
Beaver, Mrs. F. P., Dayton	. 35
Breese, E. S. Dayton	. 1
Brotherton, T. W., Los Angeles, Cal	. 1
Bushnell, C. C., Syracuse, N. Y	. 1
Campbell, Dr. C. A., Dayton	. 2
Carus, Dr. Paul, Chicago, Ill	. ī
Cetone, Hon. G. K., Dayton	. 1
Christadelphian Advocate, Chicago, Ill	. 1
Christian Science Church—Publication Committee, Dayton	. 8
Clarke, E. B., Dayton	
Conklin, Dr. W. J., Dayton	
Conover, Mrs. Frank	. 3
Dayton—Education, Board of	. 2
Dayton—Health, Board of	$\bar{1}$
Dayton Journal Co., Dayton	. 2
Debar, Joseph, Cincinnati, Ohio	. 1
Dryden, John F., Newark, N. J	. 1
Drury, Rev. A. W., Dayton	. 2
Eckley, Sidney, Dayton	. 1
Evans, Dr. G. B	. 2
Evening News Publishing Co., Dayton	. 2
Farnsworth, E. C., Portland, Maine	. 1
Felker & Eberhard, Drs., Dayton	. 4
Frizell, W. G., Dayton	. 2
German Newspaper Co., Dayton	. 2
Gillette, K. C., Boston, Mass	. 1
Griswold, S. M., Brooklyn, N. Y	. 1
Hentz, Rev. J. P., Dayton	. 1
Herald Publishing Co., Dayton	. 2
Hicks, John, Oshkosh, Wis	. 1
Higinbotham, H. N., Chicago, Ill	. 1
Hole, E. E., Dayton	
Holzmer, Robert, Dayton	
Homan, Rev. J. A., Cincinnati, Ohio	. 1
Horsburgh, James, Jr., San Francisco, Cal	. 1
Hudson-Fulton Celebration Committee	. 2
Jacob, R. U., Philadelphia, Pa.	. 1
Jordan, Mrs., Dayton	
Kumler, Mrs. C. H	
Lane, Miss, Dayton	
Lowe, Houston, Dayton	
Massachusetts General Hospital, Boston, Mass	
Montgomery County Medical Society, Dayton (See Financial Statemer	
National Lumber Manufacturers' Association, Tacoma, Wash	
Ohio—State Library	
Perrine, Mrs., Dayton	
Porter, R. P., New York City	
Raymond, G. L.	
Reeve, Dr. J. C., Sr., Dayton	
Reeve, Dr. J. C., Jr., Dayton	
Robbins, R. C., Hamilton, Mass	
Rosenthal, A., St. Louis, Mo	
	_

	Sagebiel, Perle, Dayton	l
	Sawyer, C. W., Boston, Mass	L
	Sherwin-Williams Co., Cleveland, Ohio	L
	Steiger, E., New York City 1	Ĺ
	Smithsonian Institution, Washington, D. C	5
	Sutton, J. J., Portsmouth, Ohio	
	Thomas, A. A., Dayton	
	Thompson, Slason	-
	U. S. Brewers' Association, New York City	
	United States—Superintendent of Documents	
	United States—Surgeon General's Office	
	University of Michigan	i
. .	Waddell, Wm., St. Louis, Mo.	-
	Weaver, Dr. J. M., Dayton	i
	Welkert, W., Wooster, Ohio	
	Woman's College of Baltimore, Md	
	Woodhull, Lambert, Dayton	_
•	Wright, B. C., San Francisco, Cal	i
•	Young Churchman Co., Milwaukee, Wis.	i

CONTRIBUTORS TO THE MUSEUM 1909-1911

Binkley, Jessie
Bornstein, Mose
Bradstreet, W. H.
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Conklin, Dr. W. J.
Crea, C.
Creamer, George
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NEBRASKA CITY, NEBRASKA Mary Johnson

> CINCINNATI, OHIO S. Segal

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MARKUT BUILD

The Dayton Public Library and Museum

ITS HISTORY and PRESENT WORK

Including the FIFTY-FOURTH ANNUAL REPORT and FINANCIAL AND STATISTICAL REPORTS For 1911-1914



THE DAYTON PUBLIC LIBRARY and MUSEUM

ITS HISTORY AND PRESENT WORK

Fifty-fourth Annual Report and Financial and Statistical Reports
For 1911-1914

Dayton, Ohio
U. B. Publishing House
1915

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LIBRARIAN
ELECTRA C. DOREN
LIBRARY STAFF
Business Office and Supply Department: Head: Nellie E. Maginnis 1 typist since March, 1914 Book Order Department: Head: Elizabeth B. Doren 2 typists, 1 page (half-time) Catalog Department: Head: Matilda M. Light 1st. Assistant, Virginia Hollingsworth Assistant, Frances Frost, succeeded July 1, 1914 by Mary Yoder Clerical Assistant, Corinne Byrne 2 pages (half-time) Branch Cataloging: Carrie S. Bench 1 typist
1 typist Reference Department, Shelf and Serials: Head: Fred H. Koch Assistants, Frances Hunter (half-time) succeeded July 1, 1914 by Agnes Drury (Order Department, half-time). E. C. Colby 4 pages (half-time)
Circulation Department: Head: Minnie E. Althoff 1st Assistant, Maude S. Miles Assistant, Alice K. Neibel
Children's Department and School Library: Supervisor: Mary L. Ely Children's Room (Main) Head: Maud L. Weller 1 clerk 1 page (half-time)
Book Repair and Bindery Department: Head: Theresa C. Walter 4 assistants Branch Libraries:
West Carnegie Branch Branch Librarian: Myrtle Sweetman 1 clerk, 2 pages (half-time) East Carnegie Branch Branch Librarian: Mary L. Ely Assistant: HelenTattershall 1 clerk, 2 pages (half-time) Janitors:
Main Library: Edward Y. Harvey 1 assistant

West Carnegie Branch: A. J. Eichenberger East Carnegie Branch: G. W. Sherer Museum Custodian: Lyman Simonton

INTRODUCTION

For the past six years the Library report has been published biennially. On account of the incomplete state of the records, due to the Flood, no separate report for the period 1911-'13 has been published, but the financial statements and the library statistics for those years, so far as they are legible, are included with this report.*

So far as known there is but one complete file of the reports of the Dayton Public Library, the Flood having destroyed all others. It was therefore thought best to extend the scope of the present annual report to include a brief resumé of library history. To this end there have been selected for publication the addresses of the President and Secretary given at the Carnegie Branch openings, as they deal in a brief and comprehensive manner with the subject. The Librarian has added the chronological summary and other historical data which supply matter for future reference.

In the confusion of the early days after the Flood and later, during the building repair period, it was impossible to make proper individual credit to the many friends in Dayton and elsewhere whose generous contributions have done much to restore the Library and the Board takes this opportunity to make due acknowledgments.

Miss Linda M. Clatworthy, who had served acceptably as Librarian for eight years, retired from the librarianship August 31, 1913. Miss Electra C. Doren, former Librarian, was elected to succeed her, re-entering upon the duties of the position, September 1, 1913.

The record shows that the year just closed has been one of achievement under difficulties and it marks a new era of library development for Dayton. (Signed)

J. C. Ely
J. P. Landis
Sigmund Metzler
Committee on Publication.

* See Pages 39-40.

PUBLIC LIBRARIES IN DAYTON, 1805-1914*

W. J. CONKLIN, M. D.

One hundred and nine years ago the citizens of the little village of Dayton came together on a mission similar to that which brings us here to-night. The occasion of the meeting in the first year of Dayton's corporate existence was the opening of the library of the Social Library Society which was the first library chartered by the legislature of Ohio.

The opening of that modest pioneer library in 1805 was, far and away, an occasion of greater import to the little village which had just kicked off swaddling clothes, than is the dedication of these splendid Carnegie libraries to the Dayton of 1914.

Benjamin Van Cleve was the first librarian and until his death in 1821, the books were kept in his cabin, which was also the village post-office, on the south-east corner of First and St. Clair streets.

A time-stained copy of the constitution of the Society, probably the only one in existence, is preserved in the Museum. From a present day standpoint some of the by-laws are peculiar and hark back to a time when tallow dips were plenty and books scarce. Thus borrowers were fined three cents for each drop of tallow found on the pages, and for loaning books to persons not members of the Society or for permitting them to be carried into a school-room the penalty was a fine equal "to the value of one quarter of each book." In drawing books the right of choice was determined by lottery, a matter of moment when it is known that their return was optional except "on the first Mondays in January, April, July and October, at or before two o'clock in the afternoon." The significant advertisement of a "Library at Auction," which appeared in the Dayton Journal of September 8, 1835, announced the passing of the Social Library, which for thirty years had been a potent factor in the intellectual life of the town.

The next decade was one of unusual literary activity in Dayton, and not less than six distinct libraries are reputed to have been formed. These were, in all instances, associated with organizations like the Dayton Lyceum (1832), the Mechanic's Institute (1833), the Adelphic Society of the Dayton Academy (1837), in which books competed with essays, discussions and lectures as means of mental culture. These book collections were probably small and available only to the members of the several organizations on the payment of a small fee but, in the aggregate, they served a wide circle of readers.

The Dayton Library Association, broader in scope and more ambitious in every way than its predecessors, was formed in 1847. The

^{*}Address on the occasion of the opening of the Carnegie Branches, February, 1914.

annual membership cost five dollars, a life membership thirty dollars, and a membership in perpetuity fifty dollars. The organization was completed January 12, 1847, by electing, President, Milo G. Williams; Vice-President, Dr. John Steele; Treasurer, Valentine Winters; Secretary, R. W. Steele; Directors, C. G. Swain, E. Thresher, James McDaniel, John G. Lowe and Daniel Beckel.

The first purchase of books numbered over one thousand volumes which were shelved in the second story of the Steele building, near the corner of Third and Main streets.

In 1854, the library occupied rooms in the new Phillips building on the southeast corner of Main and Second streets, which had been expressly designed for it and are said to have been the most ornate and convenient library rooms in the State. The main hall was large with lofty ceilings supported by handsome Corinthian columns, and furnished by special subscription at a cost of two thousand dollars. The reading room was well supplied with current literature and the lyceum features, so popular in that day, had due recognition. M. E. Curwen, Dayton's first historian, was the first librarian.

It continued in operation until 1860, when the books and fixtures were transferred by gift to the free public school library which under the control of the Board of Education, had come to be a rival so formidable as to defy competition from a pay library.

The Public School Library of which the present Dayton Public Library and Museum is the lineal descendant was organized in 1855. The legislature in 1853 passed an excellent school law, which authorized the levying of a tax of one-tenth of a mill on the dollar valuation, the proceeds of which were to be expended by the State superintendent of instruction in establishing free libraries in the school districts of the State. This was the beginning in Ohio of the present free, tax-supported library system.

Instead of distributing Dayton's quota of books to the several school districts as provided by the statute, the Board of Education wisely decided to keep the collection intact and make it the nucleus of a strong central library. After such books had been selected from the State list as were deemed suitable, the State superintendent agreed to pay in money the balance due the city. The amount received was fourteen hundred dollars with which 1,250 volumes were purchased.

The Library was opened in the fall of 1855, in the old United Brethren building on the corner of Main and Fourth streets, with W. H. Butterfield, principal of the Second district school, for Librarian. It was available to the public only on Saturdays. Three years later, it went to the Central High School building, where now stands the Central District school-house and remained there until the fusion with the Dayton Library Association made available the latter's fine quarters.

At this time, there was established the first all-day book service. In 1867, the library was moved to the old city building, and when this was torn down to make room for the present one, occupied improvised quarters in the building next north of the courthouse. On the completion of the new city building in 1876 the library was returned to its old station above the market and remained until the present permanent home in Cooper Park put an end to its wandering.

The law under which the library was formed and operated was repealed in 1856, and until 1860 the only source of maintenance was the annual voluntary appropriations made by the Board of Education. The library law of 1860 was a decided advance on previous legislation. Under its provisions, the Dayton library was managed by a committee of three members of the Board of Education, appointed annually by the president, and a special tax of one-tenth of a mill on the dollar valuation provided for its support.

In the meantime, the necessity for better and safer accommodations than those furnished by the city above the noisy market had been long recognized and successive committees had urged the erection of a fire proof library building.

However, nothing was done until 1884 when the consent of the city council to place the proposed building in Cooper Park led to decisive action. The building was completed and equipped at a cost of about \$110,000 and on the 24th of January, 1888, was formally dedicated with appropriate exercises.

In preparing for its occupancy the school board obtained from the legislature the power to create an independent, non-partisan library board, thus giving to the management greater stability and continuity of purpose than could possibly come from the method in use. The Board under the new law was made up of six persons with the president of the Board of Education the ex-officio presiding officer. After the initial organization two members of opposite political convictions were elected annually for a term of three years. The first Board, composed of Messrs. Charles Kumler, ex-officio; R. M. Allen, James A. Marlay, George Neder, J. Harrison Hall, J. A. McMahon and W. J. Conklin, met for organization on April 23, 1887.

This statute was amended by the general assembly in 1892 enlarging the powers of library boards, and withdrawing ex-officio representation from boards of education.

In 1893, the legislature, on petition of the Dayton library board, authorized the establishing and maintaining of free public museums as adjuncts to libraries. Dayton was the first city in the State to avail itself of this privilege.

The law under which the library is now managed was passed in 1902. It increased the members of the Board to seven and raised the

maximum levy to one mill. Although not compulsory the school board in the selection of members of the library board has wisely adhered to the bi-partisan provision of the original law.

In the half century which has passed since the formation of the library there have been only four librarians: Mrs. Mary Hiley Davies, (1860-1874); Miss Minta I. Dryden, (1874-1896); Miss Electra C. Doren, (1896-1905); Miss Linda M. Clatworthy (1905-1913) and Electra C. Doren, re-elected September, 1913.

The rapid evolution of the modern library has few parallels in the history of educational development. The typical library of today is not, as has been recently said by one high in affairs of state, a "Catacomb of books" but a bustling, intellectual workshop in which the master workmen are filled with the spirit of aggressive helpfulness rather than of inactive guardianship.

Its creed is broad and includes in addition to the housing and distribution of books and such activities as are generally credited to libraries, a closer union with literary clubs and societies, with child life, in and out of the schools, and the use of library buildings for social centers with lectures and exhibits. Thus the new library has come to be the aggressive ally of every movement for betterment and culture, and is the only spot in the entire educational system in which the inquisitive child and the veteran scholar meet on common ground.

The effort of the Board and librarians to keep abreast of these radical changes in library ideals and methods early developed the fact that the building in Cooper Park was ill-fitted to meet modern demands, and out of this necessity came indirectly the two splendid buildings which we now dedicate to their beneficent purpose.

When dedicated twenty-five years ago, it was the largest and best building in Ohio exclusively devoted to library purposes and was deemed ample in size to meet the future growth of Dayton. But for a decade every inch of available floor and wall space had been utilized. The crying need was for enlarged workrooms for the staff, modern and more sanitary accommodations for the children and better and larger public reading and reference rooms. For lack of space, the circulating school libraries, 350 in number and containing a collection of over 8,000 volumes were buffeted from one school building to another where lodgment could be obtained. Several departments, notably the Children's department, had been forced into a basement which was designed only for storage purposes. This action, which was deeply deplored by every member of the Board and gave rise to much harsh criticism, was a matter of necessity, not of choice. The Central Library had simply outgrown its clothes.

After repeated unsuccessful efforts on the part of the trustees to obtain local aid, into the details of which it is not necessary to enter, the matter of improving conditions at the Central building was taken up with Mr. Carnegie in 1905 and again in 1910. A prolonged correspondence ended in both instances, in the flat statement that Mr. Carnegie was not interested in the proposition, but would give, under certain conditions, \$50,000 for the erection and equipment of two branch libraries.

While branch libraries did not give the relief sought at the Central building the Board, after mature deliberation, decided to accept the responsibility, knowing well that the matter of local libraries could not long be postponed. By this decision Dayton becomes the first of the cities of the second grade in the State to establish branch libraries.

Sites were secured, plans drawn, contracts let and everything looked towards an early completion of the buildings.

Then came the deluge of 1913. The toll exacted from the Dayton Public Library by the river-gods on that fateful morning in March was, by actual invoice, 50,000 books and a property and equipment damage of \$25,000 making a total loss of \$85,000.

The destruction was complete in the basement departments, and on the Main floor included hundreds of valuable reference works, many of which can never be replaced. But figures give scant conception of the wrack and ruin. Neither do they reckon with the chaos which comes from illegible and begrimed card-catalogs, shelf-lists and records which represent the personal equation of the librarian and her staff, that silent but forceful thing which goes into the making of a library, and which cannot be written in dollars and cents.

Before the wild waters had found their normal channels, a letter written amid typical flood surroundings, was sent to the Carnegie Corporation telling of the appalling disaster which had come to the library and the probable inability of the Board to fulfill, as scheduled, its part of the contract.

The letter came promptly back with the laconic inscription: "Please typewrite;" and this when the typewriters of Dayton were in the breadline or shoveling mud! This incident, not told in a captious spirit, goes to show how little the outside world realized those awful days of Sturm und Drang.

Happily, the Corporation grasped the gravity of the situation and attested its sympathy in a cheque for \$15,000 to be used in the purchase of books for the branches. This generous act entitles Mr. Carnegie and his representatives to the gratitude of every Daytonian and the trustees wish here to make acknowledgment. Without this donation, which swells Mr. Carnegie's investment in Dayton libraries to \$65,000 these halls tonight would be in Cimmerian darkness, and unpeopled by this splendid audience of red-blooded book-lovers and library users.

The policy of the Board has been to apply every dollar of the Carnegie fund to the purposes for which it was given. This means that the general library fund will be charged with the cost of all clerical work pertaining to the selection, cataloging and preparation of the 15,000 books which will ultimately find place on the shelves. The money value of this one item must be written with four figures.

The magnitude of the work of regeneration and the smallness of our resources suggest the prayer of the British sailor on first going to sea:

"O Lord! Thy ocean is so big— My boat so small."

The Board is, just now, in a grave quandary whether or not it will be able to meet the increased expenses with the amount received from the tax duplicate. I am now speaking of current expenses, not of modernizing and enlarging the main building which, at the proper time, must be approached from a different angle. Before committing ourselves to the Branches the question of finance was carefully planned but, unfortunately, the Board did not reckon with the Flood.

In conclusion, let us look, for a moment on the obverse and brighter side of the shield.

The dedication of two free public libraries, fully equipped and modern, through and through, is a red-letter event in the intellectual calendar of any community. He would be a bold prophet who would attempt to place metes and bounds on their power for good. The Trustees confidently expect these Carnegie libraries to be real centers of intellectual and social activity for the communities, which they are intended to serve and they bespeak your assistance in bringing about this happy result.

Notwithstanding the unique situation which faced them a few months ago at the Central Library, the Trustees feel that substantial progress has been made in the work of restoration. The physical condition of the building is now better than before. The old wooden cases, the collapsing of which, under the weight of water and mud, caused such an immense book loss have been replaced by steel stacks of modern construction.

Recent changes in the children's quarters have done away with many of the objectionable features and while the environment is not ideal, the rooms are cheery and homelike.

The doctors and medical publishers from everywhere, on request of the local profession, have sent liberal contributions practically restoring the Medical collection.

The women in clubs and singly have given wisely and freely in money, books and pictures to the Children's department.

Large shipments of valuable public documents have come from the federal government, and scores of patrons have brought their voluntary offerings.

Such practical sympathy and the spirit back of it, is the bow of promise for the future. But, withal, it will take abundantly of time and patience and toil to replace the hecatombs of books which went down in that ill-starred raid of the rivers.

The Board here and now renews its faith that in the end all things will be well, and that the library will emerge from its baptism better and stronger, just as the earth, if one accepts the mythical legend of Deucalion and Pyrrha, emerged better and stronger from the great deluge of the all-powerful Jove.

EDUCATIONAL VALUE OF THE MUSEUM*

ALBERT KERN

The ancients gave the name museum, to a temple to the Muses, and afterwards to a building devoted to science, learning and the fine arts. The earliest notable museum of which we have a general knowledge, was the Alexandrian Museum founded 280 B.C. It was rich in priceless manuscripts and rare objects never anywhere else duplicated.

There are great museums at the Vatican in Rome, the Louvre in Paris, at St. Petersburg, at Dresden, Vienna, Munich and Berlin.

One of the greatest and largest is the British Museum in London, England. This great collection was founded in 1753 and opened to the public in 1759. It became a national institution, and from gifts and continuous grants of money has grown with the passing years into an immense storehouse of books, antiquities, etc. There are eleven great departments, containing collections from all parts of the world. This great museum attracted last year more than seven hundred thousand visitors.

In the United States there are more than three hundred and fifty notable museums, the greater number being devoted to natural history and others to art. The first in importance as well as in age, is that of the museum founded in the City of Washington by John Smithson and, at first named after its founder, the Smithsonian Institute. It speedily outgrew the scope originally intended by the founder, for after the celebrated Centennial at Philadelphia in 1876, the collections acquired by the Government were gathered into buildings attached to the original structure, and the whole new building covers many acres of ground. It was rechristened, the entire institution being named the National Museum. It contains four departments and is sustained by liberal annual grants of public money. Over three hundred and fifty thousand people visit it annually. No one who visits the national Capitol should fail to spend some hours in the spacious halls of the museum and its new and splendid annex recently opened to the public.

The Metropolitan Museum located at New York City in Central Park, is distinctively an art museum, and contains large numbers of fine specimens of sculpture, painting and art objects, as well as the very large Cesnola collection of Grecian antiquities.

The city of Chicago has an art museum and the noted Field Museum; Pittsburgh has a department of fine arts and also a natural history museum in the Carnegie Institute. Harvard college is the home of the famous Peabody Museum containing the elaborate Aggassiz collection. There are many other museums of special interest. The Art museum at

^{*}Address on the occasion of opening the Carnegie Branches, February, 1914.

Cincinnati, and the recently opened museum at Columbus, a department of the Ohio State University.

The public museum at Dayton was founded under authority given the Library board by the Legislature in 1893. This authority permitted the use of money from the library fund, to finish and equip the second floor of the library building for museum purposes. The museum was formally opened to the public in September 1893. The cases made from designs kindly furnished by Mr. Gest, of the Cincinnati Museum Association, are similar to those in use at the Smithsonian Institute. Enthusuastic reception was accorded the museum project by the citizens generally, and especially by Messrs. Clark, Caswell, Ohmer, Thresher, Conklin, Jewett, Werthner, Rall, Thompson, Foerste, McNary, Gunckle, Knecht, Pease, Kern, and others who rendered intelligent and gratuitous services and most of whom have, in addition, contributed more or less largely from their private collections.

The original collection was almost entirely made up from the loan of articles by citizens. This was excusable and necessary under the circumstances, but the evil of this mode of forming a collection was discovered in later years by the Board. Experience proved that the collections were often crippled or broken up by frequent withdrawals of loans, hence it became necessary to adopt the stringent rule, which has worked admirably, that nothing will be received at the museum unless the article has intrinsic merit and becomes the permanent property of the museum and thus is not subject to withdrawal. Two years after its founding the museum was already rich in a varied and interesting collection illustrating, anthropology, ethnology, archeology, botany, ornithology, entomology, zoölogy, geology. mineralogy, conchology, marine forms, numismatics, relics, weapons and mis-The Columbian Exposition distribution enabled cellaneous articles. the Library Board to purchase various articles of interest. Want of space as the museum grew in size suggested the enclosing of the south loggia to afford the placing of a number of new cases. The Board purchased from the Philippines an interesting collection of weapons and fabrics. The museum has maintained a healthy growth mainly from the generous donations from public-spirited citizens. The latest acquisition in the present year being the Charles E. Pease collection of minerals, corals, ocean shells, Indian relics, weapons, etc. contained in handsome and richly ornamented mahogany cases.

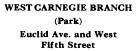
The value of the museum as an adjunct to the library cannot be too highly commended, it supplements and enlarges the information contained in the books, it stimulates an interest in books not otherwise created. The reading of books—a great preliminary factor in education—and the oral instruction of the teacher are here supplemented and extended, and the mind of the child is impressed by the inspection of the

world of nature forms and colors that no human hand has fashioned. The antiquarian and historic exhibits stimulate his curiosity, and other interesting knowledge is gained by the sight of the relics of by-gone days. The adult visitor to the museum is surprised and pleased over novelties he knew not of, the association of species is here illustrated, and he returns again and again, more than benefited by the teachings of the museum. The individual treasures up, but the museum collects and displays the valuable and curious items of nature, science and history.

The Dayton Public Museum cannot compete in size or quantity with the larger ones in the country, but it will compare favorably with any of them in the variety and good quality of the specimens displayed. It does not attempt to illustrate art, for it has no opportunities in this direction, it is a natural history museum only and as such does its work well, and ministers to the education of the public in this important field.



MAIN LIBRARY AND;
MUSEUM
Cooper Park
Third and St. Clair Streets







EAST CARNEGIE BRANCH
Findlay Park
East Fifth and Columbus
Streets





BRINGING IN THE CHRISTMAS TREE

CHILDREN'S ROOM—MAIN LIBRARY

THE DAYTON PUBLIC LIBRARY AND MUSEUM

CHRONOLOGICAL SUMMARY

	CHRUNULUGICAL SUMMAR I
1795	Dayton founded: 1808 the "Dayton Repertory" the first Dayton newspaper was published.*
1805-1835	First library, "The Social Library Society," established t
1847	First library, "The Social Library Society," established.† The Dayton Library Association established. Annual mem-
1011	bership \$5.00. Book collection, 6000 volumes.
1855	The Public School Library, established under Ohio School Library law of 1853, opened under the Board of Education on the second floor of the U. B. Building, cor. Main and Fourth Streets: 1,200 volumes.
1860	Union of the Library Association and the Public School Library forming the present Public Library, under the direction of the Board of Education.
1876	Library moved from Journal building to west end, second floor of new Market House.
1881	Dictionary card cataloging introduced. Catalog for 20,000 volumes published, 1884.
	Organization of U. S. document collection: 5,500 volumes.
1887	Library Board, created by act of Legislature.
	Library building (Main) erected in Cooper Park, cost \$110,000.
1888	January 24, Dedicated with book collection of 25,000 volumes.
1893	Museum incorporated and the Library Board becomes Public Library and Museum Board.
1896-1898	Reorganization of the Library (35,000 volumes) begun. School room libraries organized.
	Library Training Class (2 years) for Library Staff opened by Librarian.
1899	Ohio Library Association meeting in Dayton.
	Reorganization completed with public access to shelves.
	Children's Room opened.
1903	Four branches (each 3,000 volumes) opened to the public in four school district buildings.
	Library instruction to Normal School students inaugurated.
	Two-book system introduced and age limit for children discontinued.
1903-1908	Readings for the Blind, weekly meetings.
1904	Medical department under auspices of Montgomery County Medical Society opened.
	Study Hall erected.
1905-1906	Special coöperation with schools: see List of publications.
1908	Development of technical library and work for shopmen: see List of publications.
1909	Book-stack gallery added.

^{*} For the volume of this interesting early American newspaper, see Dayton Museum.

[†] A copy of the Constitution may be seen in the Dayton Museum. Facsimile reproduction in full was published in the Library Report 1898-'99,

1911 Building extension, improving basement conditions at Main Library. 1912 Contracts let for East and West Carnegie Branch libraries. 1913 March 25, Flood destroyed 46,010 volumes and all furniture and fixtures in basement and on main floor of Library. Estimated loss, \$85,000. June 7, Main Library reopened with 47,990 volumes on shelves. July 1, School branches closed to furnish more books for Main Library. 1914 February, the East and West Carnegie Branches dedicated. Restoration of Main Library building, furniture and fixtures. completed. New Children's room and Clubroom opened at Main Library. Re-opening of Study hall as Arts room. Ohio Library Association meeting: U. S. Bureau Education and other special exhibits. 1915 January 28, North branch, opened in Allen school. NOTABLE GIFTS 1904 Bequest of music and books, 200 volumes, Idelette Andrews. 1911 January—Andrew Carnegie \$50,000 for two branch libraries. 1913 May—Andrew Carnegie \$15,000 to replace Flood losses of branch library books. July—A. L. A. Children's librarians 200 favorite books for the Children's room. July-December—Physicians and medical publishers, 1,500 volumes to replace medical library, lost in Flood. See List of contributors. February—Women of Dayton, through Mrs. J. A. Marlay, 1914 the sum of \$1,020 for books for the Children's room to replace Flood loss. Dayton Federated Clubs, two Bausch and Lomb balopticons for Carnegie Branch Library Auditoriums. June—Spur Club (Steele High School) 10 Japanese water August—Scribner's and Sons, 100 colored plates. Musicians and music publishers, 400 volumes of music. National Cash Register Co. Flood (relief) map of Dayton and 180 Flood photographs. Russell Sage Foundation, (through Dr. E. T. Devine). Publications. 28 volumes. Cleveland Public Library, 16 cases of unbound duplicate serials, about 10,000 pieces. U. S. Government documents, 1,445 volumes. W. H. Manning, M. D. Rebellion record, 130 volumes. J. C. Reeve, Sr. M. D. Medical and French books, 168 volumes. Mrs. D. W. Greene, Medical books, 323 volumes.

A. L. A. Publishing Board. Publications. 55 volumes.

MEMBERS OF THE LIBRARY AND MUSEUM BOARD 1887-1915

Previous to 1887 the Library was under the direction of a committee of the Board of Education.

*Allen, Robert M., 1887-'99. Secretary, 1896-'97.

Byrne, John E., President of the Board of Education and member ex-officio, 1890-'92.

Conklin, W. J., 1887-1916. Vice-President, 1892-'98. President, 1898-1915, Museum Director.

*Conover, Frank, 1891-'97. Secretary, 1896-'97.

Davies, S. W., 1896-1921. Vice-President, 1898-1915.

Ely, John Charles, 1898-1918.

*Hall, J. Harrison, 1887-'88.

James, Lee Warren, 1910-1917.

Kern, Albert, 1896-1920. Secretary 1898-1915. Museum Director. Kumler, Charles H., President of Board of Education and member ex-officio, 1887-'90.

Landis, J. P., 1912-1919.

McMahon, John A. 1887-'88.

McMahon, J. Sprigg, 1893-'96.

*Marlay, James A., 1887-'96. Secretary, 1890-'96.

Metzler, Sigmund, 1901-1915.

*Marshall, Henry C., 1888-'98. President, 1892-'98.

*Neder, George, 1887-'93.

Shuey, E. L., 1897-1912.

Steele, Robert W. Vice-President, 1888-'91.

Thresher, B. B., Museum Director, 1902-'09.

*Weidner, Harry, 1900-1901.

LIBRARIANS 1860-1915

*Davies, Mrs. Mary Hiley 1860-'74 Clatworthy, Linda, M. 1905-'13
*Dryden, Minta I. 1874-'96 Doren, Electra Collins 1896-'05

^{*}Deceased.

PUBLICATIONS OF THE LIBRARY 1899-1914

NOTE—For list of publications of the Library, previous to 1899, see Annual report 39th, 1898-99. p. 32, This report also contains an Historical summary, 1805-1899, of the Library and a statistical summary of work and expenditures, May 1, 1887—August 31, 1899.

REPORTS

- -Annual report, 40th-47th, September 1, 1899-August 31, 1907.
- -Biennial report, 48th-49th, 50th-51st, Sept. 1, 1907—August 31, 1911.

BOOK LISTS

- —Manual, containing a selected list of six hundred of the best books for children to be found in the Dayton Public Library [comp. by Ethel P. H. Hoskins] 1906. 35 p.
- —List of books in the Dayton Public Library of practical interest to men in shops; [comp. by Fred H. Koch.] New ed. 1909. 29 p.
- —(Occasion of the Ohio State Sunday-school convention, June 1911. Three leaflets.)
- ---Books for parents. Bible stories for little children.
- ——Some books on Sunday school methods and pedagogy which can be borrowed from the Dayton Public Library.
- —List of books for men engaged in building construction and the allied trades; [comp. by Fred H. Koch.] 1912. 14 p.
- —Manual, containing a graded list of eight hundred of the best books for children to be found in the Library...[rev. and enl. by Mary Lilian Ely] 1912. 14 p.
- —Ely, Mary Lilian, comp. Children's books that are worth owning: a descriptive list of one hundred books with other suggestions for a child's own library. 1912. 19 p.
- —Montgomery county medical society—Public health education committee. Facts about health which every one should know: reading list. 1912. 3 p.
- ——Health books for fathers and mothers. 1912. 1 p.

MISCELLANY

- —List of contributors and gifts to the Medical Department of the Dayton Public Library since March, 1913. 1914. 19 p.
- —Program: Dedication exercises of the Carnegie Branches of the Dayton Public Library: West Branch, February 25, 1914; East Branch, February 27, 1914.
- —Welcome [to Ohio Library association] October nineteen fourteen. [Souvenir leaflet.]

IN MEMORIAM

MINTA I. DRYDEN

In July 1913, the death of Minta I. Dryden removed an honored and faithful public official who had served the library continuously from 1874. As Librarian she saw the book collection grow from less than 5,000 volumes to 35,000 volumes. She superintended its removal from the old City Hall to temporary quarters and back to the new City Hall in 1876, and finally in 1888, to the present building in Cooper Park, where she continued at the head until 1896. In all of this time the work was carried with a dignity and fairness which commanded the respect of the community and established an internal discipline that ensured foundations for the broader superstructure that was to follow. Nor was this all. When the time for changes finally came, after twenty years of headship, she quietly adjusted herself to the new order and re-organization and through two successive administrations loyally gave of her best to forward the progress of the library. Her work has been of enduring quality—her influence only for good and her example one to emulate.

ETHEL P. H. HOSKINS

Miss Hoskins was the first children's librarian of the Dayton Public Library. She served continuously from 1898 to 1908, having been one of the most promising students of the Library training class of 1896-'98. For these twelve years, which were the whole of her working life, she made the Library's interest and the children and their books one with her own life. Of charming personality and fine literary perception, she made an ideal children's librarian and was a thorough-going executive.

For the School library her work was especially significant. She made the foundation studies and the first selection for a graded book-list for the schools, known as the Library manual for teachers and parents.

But her efforts exceeded the limits of her strength; after a long and painful invalidism, the end came February 5, 1914. Upon the work of the School and Children's Library, she left the indelible impress of her personality, not only in the selection of its books, which were doubled in number during her connection with them, but also in the lives of the thousands of children who owe to her the sympathetic direction of their reading tastes.

REPORT OF THE LIBRARIAN

To the Public Library and Museum Board: Gentlemen:

The compilation of the matter herein set forth under the title of this report constitutes an epitome of the Library's history from the very beginning in 1805, to the close of the fiscal year ending August 31, 1914, but, with the addition of a few items of special interest this narrative really extends to the hour of going to press and covers the period to January 1, 1915.

With the close of the fiscal year 1913-'14, the rehabilitation of the Main library building may be said to be complete and the reestablishment of the various departments upon the broader basis of organization necessitated by the enlarging Library system definitely marks the entry of the Library upon a new era of greater responsibility and larger aims.

The actively expressed interest of citizens on the occasion of the entertainment in October of the Ohio Library Association, with distinguished speakers from abroad and librarians of national repute in attendance, was a fitting witness to the new consciousness of the worth and importance of the Library in the community.

As we go to press with this 54th annual report of the Library we are happy to announce that not only are there two Carnegie Branches entering upon the work of the Library conceived as a social center, but arrangements are about completed for opening early in January, under very favorable circumstances, a third branch of the Library to be located temporarily at the Allen school in North Dayton, where are offered unusual opportunities for carrying on work of the same character.

It may also be added that the first quarterly report (September-November, 1914) of the 55th year of the Public Library shows, that although the Library is running on the basis of fewer books than it has had for ten years (since 1904), it is responding to a many-sided public demand and its reference work and circulation are in advance of any period in its history. With 38 per cent. less books on its shelves than for the same period in 1912, the Library statistics show circulation 111 per cent. in advance, and reference service at the Main Library alone 129 per cent. in advance of the same period in 1912.*

With this introductory statement of the activities of the present hour as a threshold, I take pleasure in submitting to you the 54th annual report of the Library, being for the year ending August 31, 1914.

^{*}Circulation First Quarter, 1912 (includes 3 school branches) 31280; 1914, 65893. Reference Work (Main only) 1912, 1161; 1914, 2660.

With a year of such accomplishment under circumstances peculiar to Dayton after the Flood, to be reported upon, it is difficult to be brief and at the same time to be wholly fair to the workers, whose efforts contributed so far to a successful issue out of our difficulties.

When, on September 1, 1913, the duties of the position of Librarian again devolved upon myself, the work of clearing the building and the books of mud from the Flood of the previous March, setting up the book cases and of invoicing the books that were left and of ordering 2,000 books to replace Main Library Flood losses, was accomplished. The two Branches were under roof, their equipment and about 4,000 books for each were ordered. New desks for five members of the staff and sufficient chairs to go around had been received. The Library's doors were open to the public. For months to come, the poverty of the place was emphasized by discolored walls, warped floors, musty odors, general dinginess and the unexpected re-appearance of dried mud. But it was a paradise compared to what it had been, and to the zeal and energy of Miss Clatworthy and her co-workers, who brought to light all that remained of the Library, I wish to bear grateful testimony.

Of the entire book collection, fifty-one per cent. was left, but eighty per cent. of the reference library was gone. The splendid collection of documents, patent reports, Congressional records, technical books, the periodicals and costly art books, the medical library—all were gone. And the problems were left:—there were old problems with new faces and new problems with old faces, and a bewildering, intricate knot of many first things to be done.

Books were coming, not only orders, but gifts, by the hundreds. The public was waiting and in the Library Staff were vacancies from sickness, and vacations over-due, so that of the quota of twenty persons due for work, but nine were available in September; and it was not until six months later that the old staff was fully made up. No department had yet reached a permanent base of work, effort was scattered and tools were not in hand, not even location for work was settled.

Meanwhile, the public demands began to increase rapidly. Book stacks, furniture, supplies, etc. were to be selected. Branch building work, resumed by the contractors, had reached the stage where it had to be followed in some detail. The selection, supervision and training of new, inexperienced help necessarily requiring time and care, could not bring immediate return in the work itself. And the volume of work for the public in reference and circulation in the first three months was scarcely less than that of the same period in 1912, when there were full staff, complete resources and no interruptions from building repairs.

To accommodate the carpenters, plumbers, painters and cleaners, whose work of restoration of the Main building, was not complete until September of the present year, whole departments were shifted from place to place—care being taken to encroach as little as possible upon the public, who literally swarmed the building. Reference desks were moved twice; Children's room, Catalog department and Book repair, each three times. The Business office and Book order department were long without a fixed abode. The School Library of 6,000 volumes was stored in a building condemned as too unsafe for use even to make distribution to the schools. This was subjected to great vicissitudes in the course of the year, having finally to be brought back to the Main Library.

Aside from the loss in books and building was that of the records. The extent of the ruin was such as practically to paralyze the conduct of ordinary business for the public until the records of the Office and Circulation departments at least could be restored. New records representing flexible organization capable of indefinite expansion and immediately available for use were what was required. The machinery for this was started first by having heads of departments and assistants resume their special lines as nearly as possible in their accustomed quarters and a corps of typists was engaged.

The main book collection was augmented by bringing in from the School Branches, closed the previous July, 7,000 volumes for re-shelf-listing and distribution to the shelves.

ORGANIZATION AND LIBRARY STAFF

In his Branch opening address, the President speaks of the personal equation of the librarian and her staff, "that silent but forceful thing which goes into the making of a library, and which cannot be written in dollars and cents." The Librarian has found it both a duty and a privilege to have had a part in this through the selection and training of the present staff of the Dayton Public Library.

Called in 1896 to the librarianship from the double position of Reference librarian and Cataloger, for the purpose of re-organizing the Library upon broader lines of efficiency, it was my first duty to bring together a new working force from the then existing one of three persons which was to be increased from a list of local applicants. Previous detailed study of methods in fifty of the leading libraries of the country and of the courses offered in the only two library schools then existing, together with my own experience of the needs of the Dayton work, led me to require as the foundation step in re-organization, thorough and systematic training for the members of the staff. A two-year course with class work and practice combined, was given 1896-1898, special stress being placed upon technical training and upon the methods which were to be a part of the re-organization. In the training class and in the development of the analytic dictionary catalog whose foundations and principles were already laid out, I had the assistance of Esther Crawford,

from the New York State Library School. Her unquestioned ability has left on the work of this library the lasting impress of a finished technique.

The local library training class was an innovation in library work at that time but has since been very largely adopted by libraries all over the country, as the most direct means of introducing civil service and as an economical expedient for utilizing local untrained help.

With four exceptions, all the members of the present staff have received all of their library training in this Library. Mr. Koch, Miss Light, and Miss Althoff, the present heads of the Reference, Catalog, and Circulation departments were members of its first and most comprehensive training class. Other heads of departments, Miss Elizabeth B. Doren, Miss Mary L. Ely and Miss Myrtle Sweetman, are graduates of the Western Reserve University Library School, each having had previous experience in this library.

Aside from the advanced methods introduced, one of the chief values of this re-organization of the Library, when completed, was that it rendered subsequent formal local training different in character and less in amount, because the work was classified by departments and the routine in each was graded and in itself educative in the methods in use.

The opening of the school branches in 1904 was anticipated by a summer course in book evaluation for the public, loan desk work, filing, and shelf-reading by the Decimal classification. This was offered only to Normal School graduates and included no cataloging. Such courses were offered from summer to summer until 1911 and students, who were retained for general assignment, gradually acquired certain technical usages of the departments to which they had been detailed as helpers. The most promising became permanent assistants and, adding by personal industry outside of library hours, some specialty to their equipment, have risen into responsible positions. Normal school graduates who have had this training are: Miss Hollingsworth, Miss Maginnis, Miss Bench, Miss Walter, and Miss Weller.

In returning a year ago to this Library to undertake its rehabilitation after the almost complete destruction of its working equipment, and to organize the lines of a library system to accomodate the indefinite expansion of a library of a distinctly different class than that which had existed previous to the Flood, the present Librarian counted it fortunate to have as assistants in the work those in whose training and development she had a part from their entrance into the library and with whose individual capabilities she was already acquainted. Thus it was possible to provide for the great oncoming rush and bulk of work without calling in trained assistants from abroad. The changed situation and the outlook both called for a vast amount of record work, which could be most economically supplied by typewriter, provided that sufficiently well-educated operators could be found to follow intelligently and with accuracy the

technical card copy for the Catalog, Order and Circulation departments. For this a minimum educational requirement of the full High School course was found necessary, care being taken that the applicant's course and class standing were really such as would fit her for library clerical routine. Personality, disposition, neatness, and dispatch were also given consideration.

In the course of the year, thirteen persons were tried as typists and seven were found acceptable. Even so, a laborious amount of revision of their work by senior assistants and heads of departments has been found necessary. In order to vary the routine of the typists and to add to their general efficiency, all were given preliminary apprentice training in loan desk routine.

On account of the largely increased work from book-buying and the mending for the Branches, two assistants have been added to the Book repair and bindery department. A page staff of twelve High school students takes care of the shelf work for the Main Library and Branches. Two additional janitors were necessary for the Branches. Mr. E. Y. Harvey as electrician and engineer for the Main Library is also available for special emergency at these points in the Library system.

Thus there has finally been brought together within the year a graded, fairly flexible staff of 46 persons to meet the exigencies of a rapidly extending work.

Other temporary assistants were employed during the year in the Catalog department: Miss Florence Lange, B. A. Smith College; and Miss Marie Prather, a student in the Ohio State University.

Recent appointments are: Miss Mary Yoder, Western Reserve University Library School, Class '14; and Miss Agnes Drury, B. A., Otterbein, Class, '14. Miss Yoder succeeds Miss Frances Frost, who resigned in June to be married. Miss Drury succeeds Miss Frances Hunter, half-time in high school reference work and will give half-time to the Order department.

Other changes on the staff are the resignation of Miss Ruth Teeter, from the Order department to enter college. Miss Mary L. Ely who had deferred for a year a long-desired leave of absence for further study, was given leave for the college year of 1914-'15, which she is spending at Columbia University. As Supervisor of the Children's work and School Library, and Librarian of the East Branch, she had carried with ability and apparent ease a difficult and varied assignment, leaving all in excellent order. The regular work of her position has been variously distributed as additional work of allied departments: Miss Bench, Miss Weller, Miss Walter, Miss Miles and Miss Tattershall each assuming a portion, with their other duties,

The function of each department and the volume of work discharged are indicated in what follows under brief summaries by departments.

Intelligence, technical skill, knowledge, industry and a fine spirit of endeavor have gone into the work day by day.

Prompt and thoughtful coöperation of the Library Board at every possible opportunity through its President and Committees, have rendered fruitful the efforts put forth.

BUSINESS OFFICE AND SUPPLY DEPARTMENT

NELLIE E. MAGINNIS. Head

The pressure of executive routine from all quarters inevitably converges upon the office. In addition there has been a large emergency staff whose scheduling requires careful following. The large buying necessary to replenish the Main Library and to meet Branch demands, not only quadrupled the bookkeeping but necessitated more systematic purchasing and distribution, for which accounts must also be kept. The bulk of this material could only be properly cared for by opening a new department.

Miss Nellie E. Maginnis formerly in charge of the Riverdale School Branch, which circulated 12,000 volumes per annum at the time it was closed, has been for some years past bookkeeper and Librarian's secretary. In this position much work of a miscellaneous character has fallen to her share. Her varied Library and business experience together with natural gifts for the position have enabled her to grasp the details of a greatly enlarged work, and under the direction of the Librarian, efficiently to organize its routine.

Two stock rooms, one for the janitors' supplies and another for all general supplies and stationery needed for Main Library and Branches, were fitted up and a system of checking and monthly distribution, upon requisition from departments, has been established. The records for these have greatly aided in economical management, prompt attention to needs and systematic distribution, saving time, confusion and duplicate work. The stock is invoiced every six months and bids let for replenishing.

BOOK ORDER DEPARTMENT

ELIZABETH B. DOREN, Head

A knowledge of technical bibliography and five years' experience as reference worker and cataloger in this Library, together with ability for constructive organization of detail, enabled Miss Doren, a graduate of the W. R. U. Library School, to take over the congested situation as to book purchase and to place this work upon a permanent basis. The forms devised by her for handling the work while providing for despatch of a large volume of book purchase have at the same time materially forwarded processes in other departments effecting in some instances notable economies and in others an extended service to the public without increased cost.

The Book order department is the port of entry for books added by purchase or gift and it is also the point where is determined the assignment to a place in the Library system of each book purchased. The Dayton Public Library with central administrative plant, three branches and Stations department, each with adult, children's circulating, reference and special collections, now numbers twenty-four separate designations in distributing the book purchase.

On the book-buying side the Department is responsible for selection of approval orders, selection and identification of editions, discrimination of values in binding, editions, etc. and in reporting upon agent's prices; and for searching Library records to avoid unwarranted duplication in the purchase list. It is also responsible for bill-checking and certification to the office of the correctness of every book bill received. As distributor this department also has charge of the book stock-room and is the source of supply to Book preparation and Catalog departments, and must properly assemble and designate material for each thus maintaining inventory of stock and saving confusion and even loss. Much duplicate handling and time-consuming routine heretofore carried by the Office and Catalog departments for a book purchase two-thirds less than that of the present, is now economically taken care of in the Order department.

Other services rendered as a matter of incidental routine but secured through the careful organization and superior technical practice of the Head of the Department are as follows:

- 1. Furnishing Library of Congress numbers on carbon duplicates of the book order to Catalog department for ordering printed cards, together with temporary catalog slips. By this means the full time of one typist (\$500 per annum) has been released to other catalog clerical work.
- 2. Provision also by carbon of the book order, whereby in advance of receiving printed cards, the new books at the Main Library may be immediately placed in circulation upon leaving the Order and Book preparation departments. The good technical form of the original order slip ensures without additional labor that the books are arranged on shelves in class order, are annotated and each is provided with book slip for charging purposes and is represented by author entry in the temporary file conveniently placed near the Reference desk. Thus 2,000 books have gone to the public in the past few months. Under present congested conditions of work, when stress must be laid upon rehabilitation and branch cataloging, this is not only a great convenience but a necessity. Money invested in books is not lying idle, the public having immediate advantage of use.
- 3. A. L. A. Book List annotations placed in books of this year's purchase for Main and Branches. This selection covers the field of the last ten years' publications and is of value to the public and to the Reference and Catalog departments. The Book Review Digest is also used for current books.

The Head of the Department was without help for the first three months. She has since trained three clerks and a page, all High School students without previous experience, to the minor routine, of which there is a great bulk in handling so large a book purchase. All technical detail she has been obliged to take care of herself.

She also rendered ten hours per week at the Reference desk for several months and for four months (March to June) gave one evening a week at a Branch library.

The labor and difficulty involved in the searching, under the conditions of mutilated and incomplete records due to the Flood, has been very great.

Within the year the Order department has handled the bill-checking, adjustments, and approval orders for 14,000 volumes, including many of the orders, of the summer of 1913 in which were 1,500 shorts. In the nine months since December 1, 1913 the following work on new orders has been taken care of:

Titles recommended for purchase and searched in 12 official records	8,871
Duplicates eliminated by search	1,865
Copies ordered	
Branch orders on stock room shelves, August 31, 1913	
Main orders in circulation, August 31, 1913	1,761
Order slips and carbons made and distributed	29,024

CATALOG DEPARTMENT MATILDA M. LIGHT, Head

Nowhere was the devastation of the Flood more apparent in permanently crippling the work of the Library than in the loss of records of the Catalog department. The complete destruction of official lists and of certain letters or parts of letters of the alphabet in the public catalog and the immunity of others did not simplify the problem of restoration. There were books on the shelves without catalog cards and cards in the catalog for which books no longer existed, and at best only partial representation on cards of such books as remained.

After weeks of scraping mud-stained cards and selecting such as were still legible enough to retain as copy, the difficult task of unraveling these tangled lines remained. To Miss Light is due the credit for formulating a comprehensive and detailed working plan to take care of rehabilitation of the Catalog records of the Main Library and advance cataloging for the Branches in the same process. With three trained assistants and a corps of typists and pages there have been established systematic lines along which definite advance is being made and a fine beginning in the work of restoration. As first assistant in this department, Miss Hollingsworth has rendered work of a high order.

The introduction of the Library of Congress printed cards for all official and public card records, and the close adherence to the new edi-

tion of A. L. A. subject-heading list have also immensely relieved the situation for the catalogers and contributed to the expedition of their work. Further relief has been afforded by the Librarian through transfer to other departments of certain routine previously assigned to the cataloging staff, (i. e. tagging, lettering of book labels, the assignment of books to the various collections of the library system, also making copy for ordering Library of Congress cards), thus conserving the time of the department entirely for the processes of restoration and pure cataloging.

In the catalog work itself, all responsibility for cataloging and shelf-listing the children's books of the Main Library and Branches is now assigned to the Children's department. Miss Weller, Head of the Main Library Children's room and Miss Bench (formerly in charge of duplication of catalog for Branches) have been placed in charge of this work, Miss Ely having previously laid out main lines for the routine. Besides the new books there is now a full years' work of restoration on hand for this catalog. The writing-in of subject-headings, proof-reading and filing of catalog cards for the Branch collections is done at the Branches, Miss Bench substituting for this work at the East Branch in the absence of the Branch librarian.

The net result of the year's effort in this department has added materially to the Library's working assets for the coming year, chief among which may be mentioned:

- 1. The separation from the existing public catalog and the shelf-list of all cards for which books no longer exist in the Library. Thus the public and reference workers are not confused by records which no longer apply to the existing collection.
- 2. The rehabilitation, sorting and distribution of cards for old and new catalogs, and relabeling of all catalog trays.
- 3. The introduction of an official author catalog, which also combines the author and subject name-list.

Volumes released from Catalog department to public12,80	01
Cards completed and filed93,33	35
Cards discarded	31
Volumes canceled	22

Hours rendered by various members of the department at Reference and Loan desk, and at time of Branch openings, equal over five and onehalf months time of one person.

Temporary clerical help was secured during the summer, Miss Lange and Miss Prather; Miss Sweetman and Miss Tattershall previous to Branch opening also rendered time in this department.

CIRCULATION DEPARTMENT

MINNIE E. ALTHOFF, Head

The Circulation department of the Main library has had to meet in addition to the regular book-issue and the varying demands of the public the re-registration of all its borrowers, which for the third quarter alone, of this fiscal year exceeded the registration of the entire year of 1912. For every reader registered, five cards are made. Numerical record formerly kept on sheets has been changed to cards. The introduction of a typewriter into this department has proven a great timesaver; records are clearer and more uniform, facilitating rapid consultation. 39,370 cards have been made and filed.

On account also of precedence necessarily given to book buying and cataloging for the Branch libraries, this department suffered delay in receiving a sufficient quantity of new books until the season when the heaviest demand for reading had passed.

The large collection of Fiction and German books aggregating over 10,000 volumes each, was swept away in the Flood and has been only partly restored. Added to this the library ran on short time for two months. Hence, under these adverse conditions it is surprising to find at the Main library a total circulation of 135,906 volumes for the year, being but 3,391 less than were issued at the Main library for the year of 1912, when the book collection is reported 92,478 volumes and the library was open full time.

The total circulation for the year through all agencies, Main library, two Branches (open six months only), stations and school-room libraries was 228,557 volumes; 11,592 readers were registered in ten months. Attention is called to the interesting table appended, where full statistics of Library work according to agencies are given in detail.

Miss Althoff as Head of the Circulation department, has had the supervision and training of two new desk assistants in loan work for the Main library and three for the Branches. In assistance to readers and superivision of deposit stations, she has also sought opportunity to stimulate a taste for the better books.

REFERENCE WORK FREDERICK H. KOCH, Head

In the face of overwhelming loss of books (80 per cent.) in this department and handicapped by an incomplete and mutilated catalog of the remainder of the circulating books, the most convincing proof is offered of what may be done with a few books in the hands of the good reference worker, by the fact that the number of questions answered from the adult reference desk of the Main library alone was 1,218 more than in any previous year. The serial collection has only partially

been restored and this gap necessitates wide search to supply an equivalent.

Every open hour of the Library this desk has been supplied with a competent assistant and in addition on busy afternoons and evenings the head of the Department himself was on the floor to meet the many who, deprived of their own libraries, sought aid of the public library.

The statistical record of questions answered takes no account of the great amount of time and labor entailed in research, which could bring only the negative result of a report "No material—books lost in the Flood."

At the Main library a total of 5,813 questions were answered for 5,624 questioners; 3,818 of these were supplied by Mr. Koch. Over 1000 questions were answered from the department of social science, showing the great amount of interest in this field; next comes useful arts with 785 questions.

The West Carnegie Branch reports 192 questions; the East Carnegie Branch 220 for adults and 458 for children. The Branch libraries report upon six months only of reference work since their opening, February 26, and these are the least busy months for the year for such use of the library.

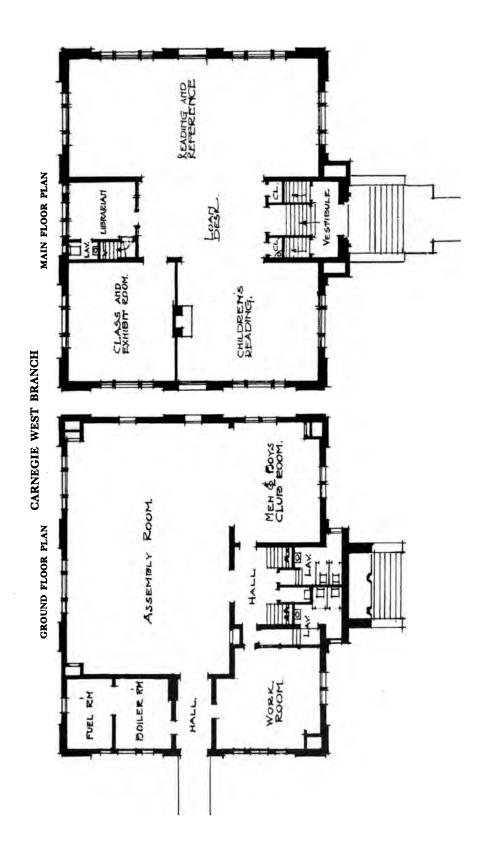
The total number of questions answered through all agencies was 6,494, of which 58 per cent. were general questions; 42 per cent. were school questions. Main Children's library kept no record of reference questions, because of lack of books. The following percentages are given for the five largest number of questions and questioners:

Questioners		Questions		
High school students	23.7%	Sociology	17.2%	
Clubs	12.4%	Useful arts	13.5%	
Casual	11.7%	Literature	11.8%	
Trades	8.5%	Biography	11.1%	
Business men	7.7%	Fine arts	10.2%	

Mr. Koch as Head of this Department has also rendered valuable service in sorting the great number of gifts to the Medical and Serial and Document departments, and in the compilation of the List of Contributors to Medical department, published December 1913.

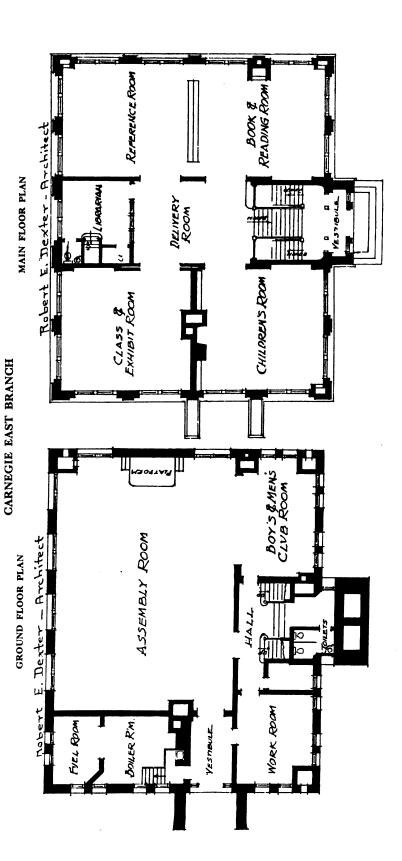
CHILDREN'S WORK AND SCHOOL-ROOM LIBRARIES MARY L. ELY, Supervisor.

A careful selection of books, bright and thoughtfully planned children's room at the Main Library as well as at the Branches, together with a Children's catalog, book lists and bulletins for special occasions have been provided this year. Conditions of change and rebuilding have necessarily limited story telling to a few occasions at the Branch libraries, an omission less regrettable because of the comprehensive work done



MAIN FLOOR—WEST CARNEGIE BRANCH

EAST CARNEGIE BRANCH—INTERIOR



in this direction by the schools and the Playground Association. Thus it is difficult to avoid duplication of stories and until such work can be undertaken with definite library ends in view and in a superior manner it has seemed under present conditions best to place the stress upon foundation work and the re-building of book collections.

Beginning in September 1913 with less than 1,000 children's books at the Main Library and about 6,000 volumes in the School Library collection we have grown within the year to an aggregate of 15,000 volumes for the children. The total circulation for home use during the year through all agencies was 111,616 volumes or 49 per cent. of the whole book issue of the library.

School room libraries:

In the school library many circumstances conspired to hinder its work. The loss of over 2000 books, a much worn remainder of 6000 volumes to select from, and difficulty in getting a place from which to make the distribution to the schools until December (3 months later than the usual time), all conspired to reduce the circulation. Added to this, very many teachers failed to make any report whatever of classroom or individual use. From these and other causes the falling off in circulation is noted as greater in amount than in any other department of the Library. Nevertheless, the work, so far as reported is fully up to the mark in the character of the reading done, the circulation of non-fiction being 17.3 per cent. higher than the highest in any other department of children's work. Total issue, 37,854 volumes.

During the summer the shelf-list for this collection was revised and recopied on cards. By the courtesy of Mr. E. J. Brown the Superintendent of education, a favorable arrangement was effected for housing the books at the Longfellow school, upon their return from the schools in June. Here they were revised, mended and marked at once for reissue to the schools in September, thus ensuring a full year's work for the ensuing school year, 1914-'15.

MAIN LIBRARY CHILDREN'S ROOM MAUDE L. WELLER, Head

The Children's library of 6,000 volumes was wiped out by the Flood. From books returned from the homes and those gathered in from the three school branches, together with gift of beautiful editions of 200 childrens' favorites from the childrens' librarians of the country, a library of about 4,000 volumes of childrens' books was brought together by January 1, 1914. Another 1,000 volumes were added through the generous gift of the women of Dayton.

The former Study hall used temporarily by the Catalog department was made ready for the winter's work for the children and by November they were again coming in great numbers to hunt up their long lost treasure, and seemingly were well content when they found it. Christmas was observed with the decorations of the season.

During the winter more permanent quarters were fitted up in the west end basement room, Miss Ely selecting furniture and making the plans for charging desk. The following July, the whole collection was removed to this more commodious, better ventilated room, where sunshine streams in all day at south and west windows. An independent outside entrance for the children was added later. The low book-cases, three sizes of tables and chairs, the picture book and magazine racks and the pictures on the wall, the flowers in the windows and the pine boughs, that fill the corners and exhale the breath of the woods, have all conspired to make of homely surroundings, something cheerful, bright and even beautiful. The opening was celebrated by a special exhibit of pictures and the new book collection of over 1000 volumes, purchased with funds raised and given by the women of Dayton to the children of Dayton.

Throngs of children visit this room daily and great numbers of the fathers and mothers are attracted also.

Notwithstanding the reduction of the size of this book collection to two-thirds its former number, the circulation from the department for this year has exceeded all past records, being 39,723 volumes.

With the enlarged scope of Miss Ely's work, greater responsibility has devolved upon Miss Maud Weller, who has been promoted and is now in full charge of the Main Library Children's room. With Miss Bench she is also taking up the cataloging of the childrens' books for the Library system. The prosperity of the work this year is largely due to her intelligent effort.

BOOK REPAIR AND BINDERY DEPARTMENT MISS THERESA C. WALTER, Hood

This is one of the most important departments of any library, and it has been especially so at this Library under the conditions entailed by the Flood. It was largely due to the skill and industry of Miss Walter and her co-workers, that the salvage and rebinding of over 2,000 books were made possible.

In addition there has been an immense amount this year of book preparation necessary for the large book purchases for Main Library and Branches. The amount of detail involved is only faintly indicated by the statistical report of this Department found on page 42.

To this Department also is assigned the lettering of all books and the work of placarding and shelf-labeling for all departments of all the libraries, including announcements for the auditoriums and clubs. The introduction of lettering with white or black ink directly on the books instead of tagging has effected a distinct saving.

About three months each year is devoted to the clerical work and mending for the School Library collection. In the absence of Miss Ely, Miss Walter assumes responsibility for the charging and circulation records of the School Library. Members of the department are regularly assigned to the Branches for book repair and other clerical routine.

Miss Walter has mastered and worked out many excellent methods by which economy is effected and the quality of all the work is of unusual excellence.

MUSEUM

The Custodian of the Museum, Mr. Lyman Simonton, reports a largely increased attendance since the Flood. There have been more teachers and pupils from the grade schools, also from neighboring towns and county schools, including some Sunday school classes from city and county.

Many valuable gifts have been received. The largest contributors were: Mrs. Z. T. Phillips, Mr. Charles P. Hedges, Dr. J. C. Reeve, Sr., Mr. Albert Kern, Dr. D. W. Greene and Mr. C. E. Pease.

BRANCH LIBRARIES

The work of the East and West Carnegie branch libraries for the first six months has presented many interesting features. Situated three miles distant from each other and one and one-half miles from the Main Library, each Branch is easily accessible to a population of 25,000 or 30,000 people, and standing in well planted parks amid streets of comfortable homes, they resemble the libraries of a good sized prosperous town. They were dedicated within two days of each other. The new libraries and their equipment together with a book collection of 3750 volumes each, represented the excellent planning and selection of Miss Linda M. Clatworthy, who was librarian during the period of their inception. Delayed by the Flood, the buildings were just under roof when she retired from the librarianship; the books selected and ordered by her had begun to arrive in September, and about 500 were shelf-listed and packed for delivery to the Branches.

Between the first of September 1913 and the middle of February 1914, the interior finishing of the buildings, the installation of equipment and furnishings, the cataloging and shelf-listing of 7000 volumes, the selection of branch librarians, the selection and training of desk assistants and pages, the organization of the schedules, record forms, statistic blanks, ordering of supplies, the survey of the neighborhood, with the advance registration of borrowers, the planning and carrying out of the dedication programs for each branch, were yet to be accomplished before the public could enter upon the enjoyment of its own.

Under ordinary conditions of library work, the opening of two large branches at one time would be a sufficiently onerous undertaking. Under the flood conditions which prevailed at the Main Library building where all of this work was to be done, the accomplishment was little short of miraculous.

The dedication of the buildings was the occasion for bringing together on the programs the representatives of the various educational and civic interests of the city, and of inviting a message from the former librarian and from Mr. Carnegie, both of whom gracefully responded. Mrs. Robert K. Landis (formerly Miss Bertha Burtch) who before her marriage was librarian-elect of the West Branch, generously conducted a story-hour for the younger children, and Miss Anna Littell, President of the Story-tellers' League, took charge of the same features for the older children.

Branch Librarians: Miss Mary L. Ely, of the W. R. U. Library School (Class '07) and Supervisor of the School and Children's work of the Dayton Public Library, was chosen Branch librarian for the East Carnegie Branch. Miss Myrtle Sweetman, formerly on the Dayton Public Library substitute staff and also a graduate of the W. R. U. Library School (Class '09.) with four years' experience as branch assistant in Cleveland, accepted the position of Branch librarian for the West Carnegie Branch, rendering six months in the Catalog department previous to the opening.

The details of the circulation and reference work and use of Clubrooms and Auditoriums, appear in the regular table of statistics (page 42) and are analyzed under Circulation and Social centre work. Comments by the Branch librarians upon the character of the work of the first months of the libraries, are given below:

East Carnegie Branch: Circulation, February-August 1914, 30,381 volumes.

"One of the most striking features in our work has been the larger percentage of children's books circulated. As shown by our statistics, more than two-thirds of the entire circulation has been juvenile. We are serving children from seventeen school districts, nine of which are public and eight parochial.

"The German books are one of our most popular collections and our German patrons among the most appreciative. Average number of books taken for home reading by each registered borrower was seventeen."

West Carnegie Branch: Circulation, February-August 1914, 23,414 volumes.

"The statistical reports show that the registered borrowers have not been lacking in their appreciation of the library, as each one has drawn on an average of ten books since the library opened and the fact that eleven public and five parochial schools are represented indicates the distance from which many of them come. It has been gratifying, too, to see the pride with which they show their friends through the building.

The colored borrowers make up about a fourth of the registration and it has been a great surprise to see the high class of reading enjoyed by many of them. One child found Howard Pyle and was so delighted over it that she asked for a list of his books that she might read all of them; and a young colored woman told me that she always enjoyed Kipling's stories. Dunbar, of course, comes first with all of them."

SOCIAL CENTRE WORK

Social centre work as a recognized function of the library has been a development of recent years, starting first in the larger cities in play-grounds, settlement houses and branch libraries in the districts where population was most congested; or, as in Dayton in an effort to carry books to the localities a mile or more distant from the Central Library. The first step in this direction was taken by the Dayton Public Library in 1903, when branches in four school buildings were opened for circulation of books to the neighborhood; Teachers' and Parents' associations and the Librarian coöperating with the support of the Board of Education and the Library Board. These libraries circulated an aggregate of 65,000 volumes per annum at a total annual cost to the Library for service, exclusive of book purchases, of less than \$1,000.00 for the four branches.

The erection of the Carnegie Branches with auditoriums and club rooms designed to meet the educational needs of a community of 30,000 people was the next significant step. The annual administrative cost for a single independent building is of course proportionately much greater being for each building about three times that for all four school branches taken together. But far larger opportunities are before them.

The new East and West Carnegie Branch buildings have been in operation for only six months, hence social centre activities at these points are but in their infancy. Upon invitation, four months previous to their dedication, suggestions were submitted by the Librarian to the Civics committee of the Dayton Federated clubs, in which was embodied an outline of the things possible to accomplish through coöperation. These suggestions were approved and the Librarian was made advisory member of the various committees appointed to carry them out. The presentation to each of the two Branches of a splendid Bausch & Lomb balopticon and also a schedule of 24 free public entertainments to be held in the library auditoriums under the auspices of 24 individual

clubs during the ensuing club year of 1914-'15 were the direct results of this cooperation.

On the occasion of the dedication of the Branches the local Civic Leagues of the West Side and East End supplied the music and decorations, and each was represented by a speaker on the program, Mr. O. M. Gottschall at the East Carnegie Library, and Mr. L. W. Crandall at the West.

In celebration of Arbor Day, at the West Carnegie Branch Library Park, a committee of the Women's Literary Club, of which Mrs. Katherine Gebhart Mathiot was chairman, planted a white oak tree with marker in honor of Shakespeare; and immediately following the exercises for this the Friday Afternoon Club, Mrs. Rufus Jones, President, planted an elm also with appropriate ceremonies. The marble marker for this tree bears the name of Ethel P. H. Hoskins, the first children's librarian of the Dayton Library. The attendant ceremonies of recitation and song included the children of the neighboring public schools. There is a movement now on foot to place living Christmas trees in the library parks to be illuminated during the holiday season. Immediately in front of the Children's Library entrance at the Main Library, a beautiful tree thirty feet high, the gift of Mr. Frank Tait, President of The Dayton Power and Light Company, was planted with impressive exercises in charge of The Greater Dayton Association and the City Welfare Department. Christmas Eve thousands of people bearing children in their arms gathered in and around the Library building to sing carols and to await the coming of Santa under the brilliantly illuminated tree.

For two weeks this autumn the Astronomical Society gathered together a large neighborhood meeting every evening to view the sky through their telescope. Women's suffrage meetings with stereopticon have also been held in the library parks. The auditoriums are used by the Men's Civic Leagues and the Women's Clubs for promoting educational and civic matters.

The Story-teller's League, individuals, and the School orchestras pledged the Librarian their support for children's meetings and story hours; and gave of their best on the occasion of the Branch openings. Quite recently we have invited the Chief Boy Scout Master to organize troops for the boys in the vicinity of the libraries, offering the club rooms at the Main and Branches for such purposes, besides collecting Boy Scout literature and bulletining their announcements, etc.

The organization also of Drama League Circles, starting with the Main Library is awakening genuine interest. The first public meeting was called at the Main Library club room to hear Mrs. A. Starr Best, of Evanston, Illinois; and an initial membership of 120 persons secured.

A very successful reading of Bennett and Knoblauch's play "Milestones" has recently been given at the East Carnegie Branch, under the auspices of the College Women's Club, one of the library staff, Miss Elizabeth B. Doren, being the chairman of the Club Play committee. A most enthusiastic audience of over 350 people was present and two repetitions of the play as a reading have been called for.

At the West Branch, Mr. E. L. Shuey, formerly of the Library Board, has given an interesting stereopticon lecture upon "Home building and home grounds." At the Main Library the new Children's Room with a seating capacity of over 100 and a conveniently located outside entrance, is used for evening meetings. Special Christmas entertainments were given at each Branch library.

A calendar for the Federated Club entertainments is published for the year 1915, and a program of educational, civic and technical lecture courses is now under consideration. The organization and the direct supervision of such activities are in the hands of the Librarian.

A special feature also has been the effort to post notices of business openings, especially along educational and professional lines. With this in view, the Librarian has secured regularly the announcements of civil service examinations, federal, state and municipal, and also notices of opportunities for submitting competitive designs for manufacturers.

LIBRARY MEETINGS AND EXHIBITS

In October, 1913, four of the Library Staff including the Librarian attended the State Library meeting, held at Oberlin College. The Librarian was in charge of one of the sessions and Miss Theresa C. Walter, Head of Binding and book repair department, read a paper upon, "Book repair problems of the Flood." Miss Light read Miss Clatworthy's paper, "Ohio libraries in the Flood."

The Library was likewise represented at the national conference at Washington D. C., in May, 1914 by the Librarian and Miss Ely, Supervisor of children's work, who presented a paper before the Children's library section, upon "Our present problem."

As soon as there seemed a possibility of properly caring for visitors and that the Library would be sufficiently recovered from the Flood to undertake the work, the Library Board renewed the invitation to the Ohio Library Association to hold its annual session for 1914 in Dayton. The Librarian was Chairman of the Program committee and also of the Committee on local arrangements. This meeting took place October 6-9, It was in many ways memorable, not only in the attendance which was large and was distinguished by the presence of a number of librarians of national reputation, but in the character of the program which was devoted to book selection and social service. It was the occasion also, when citizens of diverse interests rallied in cordial support of the traditional hospitality of Dayton and its library. The members of the Li-

brary staff welcomed the meeting as a professional opportunity. Each of the staff averaged an attendance of five sessions and also made good use of a half day assigned by the Librarian for special study of the many comprehensive and instructive exhibits, especially those of Library publicity from Mr. Chas. E. Rush, Librarian of St. Joseph, Missouri, and of the U. S. Bureau of Education School and Library exhibit.

In the civic and club activities, the Librarian has represented the Library at the meetings of the Greater Dayton Association and Federated Clubs, she is also a member of Commission for street re-numbering and naming, served on the Program committee of the Social Service Club, and is Vice-President of the Dayton Center, Drama League, and of the Montgomery County Art Association.

Special exhibits of organization and methods in use in this Library were made upon request, for the Leipzig Book Arts Exposition, the U. S. Bureau of Education, the Ohio Library Association, and for the Panama Exposition, 1915.

THE LIBRARY OUTLOOK

At the present rate of book purchase, which is more than double that of any previous year, it will take some years to bring up the book collection to the number that was on the shelves previous to the Flood and some important items may perhaps never be restored. On the other hand, the very general use of the system of inter-library loan, places at the disposition of the special student some of the richest collections of the country. In this respect much has been done for library patrons during the present year. The system of exchange of duplicates among libraries promises to be of value also,

Upon the subject of building needs we must for the present be silent, so many and so pressing are other matters at this time. The extension of library work in many directions will be possible as soon as the books are at hand, when the lines for more intensive local educational work can be undertaken. The continuation and night schools, the shops and corporation schools, as well as union with civic and welfare interests of the city offer a rich field of suggestion for more extended use of our Library plant.

Financial and statistical statements of the years 1911-1913, precede the same tables for the year 1913-'14 which close my report.

Respectfully submitted,

ELECTRA COLLINS DOREN,
Librarian.

DAYTON PUBLIC LIBRARY REPORT

September 1, 1911—August 31, 1912 Librarian, Linda M. Clatworthy 52d Annual Report

FINANCIAL STATEMENT AND LIBRARY STATISTICS

Financial			
Receipts			
Balance on hand September 1, 1911 \$ Tax duplicate of June, 1911	3882.79 15387.79)	
Tax duplicate of December, 1911	16386.58		
Interest on deposits	470.99		
Fines, etc. deposited with City Treasurer, SeptFeb. 1912.	432.30		
Gift from Montgomery County Medical Society, Feb. 7, '12	50.00		,610.45
Expenditures			
Books and Periodicals\$	5741.51		
Carnegie Branches—Books	799.05		
Binding	1422.92		
Fuel and Light	794.08		
Telephone	67.44		
Museum	9.10		
Salaries of library force.	12922.22		
	1873.32		
Care of Library and Museum			
Betterment and Repairs (Miscellaneous)	76.05		
Building enlargement (summer 1911)	3142.99		
Carnegie Branches contracts	1299.25		
Furniture and Fixtures	218.15		
Supplies and Printing	972.08		
Insurance	18.00		
Sundries	603.26	\$ 29	,959.42
Balance		\$ 6	,651.03
Library Statistics:			
Book Circulation by Agencies and Reference	e Work		
Main Library: volumes issued	137592		
Branches: Henry St. 20588; East 18501; West 16995	56084		
School room libraries	63465		
			262490
Deposits	5349		20249U
Reference questions answered for adults, 4406; for			
children,3915			
Days open: Main Library, 305; Branches (half-days) 202	100		
Main Library and Branches total hours per week	132		
Readers Registered			
Registration of new horrowers: Main Library		2697	
Registration of new borrowers: Main Library		2697 972	
Branches (East and Henry St. 646; West 326)		972	5572
Registration of new borrowers: Main Library Branches (East and Henry St. 646; West 326) Renewals and special card holders			5572
Branches (East and Henry St. 646; West 326)		972	5572
Branches (East and Henry St. 646; West 326) Renewals and special card holders		972	5572
Branches (East and Henry St. 646; West 326) Renewals and special card holders Accessions and Cataloging Volumes at beginning of the year	87218	972 1903	5572
Branches (East and Henry St. 646; West 326) Renewals and special card holders Accessions and Cataloging Volumes at beginning of the year	87218 5260	972 1903 92478	5572
Branches (East and Henry St. 646; West 326)	87218 5260	972 1903 92478 2878	
Branches (East and Henry St. 646; West 326)	87218 5260	972 1903 92478	89600
Branches (East and Henry St. 646; West 326)	87218 5260	972 1903 92478 2878	
Branches (East and Henry St. 646; West 326)	87218 5260	972 1903 92478 2878 5727	89600
Branches (East and Henry St. 646; West 326)	87218 5260	972 1903 92478 2878 5727	89600
Branches (East and Henry St. 646; West 326)	87218 5260	972 1903 92478 2878 5727 32399	89600
Branches (East and Henry St. 646; West 326)	87218 5260	972 1903 92478 2878 5727 32399	89600
Branches (East and Henry St. 646; West 326)	87218 5260	972 1903 92478 2878 5727 32399 1958 31082	89600
Branches (East and Henry St. 646; West 326)	87218 5260	972 1903 92478 2878 5727 32399 1958 31082 31045	89600
Branches (East and Henry St. 646; West 326)	87218 5260	972 1903 92478 2878 5727 32399 1958 31082	89600

DAYTON PUBLIC LIBRARY REPORT

September 1, 1912—August 31, 1913 Librarian—Linda M. Clatworthy 53d Annual Report

FINANCIAL STATEMENT AND LIBRARY STATISTICS

Financial	
Receipts	
Balance on hand, September 1, 1912\$	
Tax duplicate of June, 1912	15310.65
Tax duplicate of December, 1912	16342.22
Interest on deposits	577.17
Gift from Montgomery County Medical Society, Jan.	
25, 1913	50.00
Deposited from Carnegie Branch Library Fund: reim-	
bursement on bill paid by Library	1689.25
Deposited in City Treasury-Refund on Christmas books	15.89
Deposited in City Treasury-Refund from Brentano	3.60
Deposited in City Treasury-Refund from City Treasurer	3.33
on account of favorable decision in lawsuit against city.	1049.04
From sale of salvage books	22.54 \$ 41711.39
· ·	22.01 \$ 41111.00
Expenditures	
Main Branches	Total
Books and Periodicals\$ 8191.32 \$1142.93** \$	
Binding 1240.80	1240.80
Fuel and Light	492.12
Salaries of library force 13191.74	13191.74
Care of Library and Museum 1806.17	1806.17
Museum	78.45
*Betterment and Repairs 1067.21 400.00	1467.21
*Furniture	734.50
*Supplies and Printing 1265.16 42.00	1307.16
Telephone	61.94
Insurance	49.50
Building Fund	2000.00
*Sundries (Flood cleaning of	2000.00
building & restoration 600	
newspapers)	1751.39
newspapers/	1701.00
\$ 31877.30 \$ 1637.93	\$ 33515.23
August 31, 1912 Balance	
*Flood 1913—Rehabilitation. **Lost in Flood.	on nand 8190.10
*Flood 1913—Renabilitation. **Lost in Flood.	
Library Statistics:	
Book Circulation by Agencies*	
Main Library (closed March 25-June 7, 1913)	76163
Branches: Henry St. 11,974; East 9590; West 6334, (clos	70100 ad
July 1, 1913)	27898
School room libraries	
Deposits	
Days open, Main Library 243; September 1-March 24, 19	13
hours per week, 132, June 7-August 31, 1913, hours p	er
week 57.	
Records of Reference Work, Accessions and Cataloging, Binding a	and Book Repair, lost in
Flood of 1913.	and Book Incpan, 1000 III
· INVOICE OF BOOKS AFTER THE	FLOOD
Volumes in Library, March 24, 1913	
Volumes lost in Flood	
Volumes on hand after Flood	
Volumes salvaged and rebound	

^{*}For account of the Library during this period, see "Ohio Libraries in the Flood" by the Librarian, Linda M. Clatworthy, Library Journal, September, 1913.

DAYTON PUBLIC LIBRARY REPORT

September 1, 1913—August 31, 1914 Librarian—Electra C. Doren 54th Annual Report

CITY FUND

Receipts
receibe

Balance on hand September 1, 1913		. 16415.17 . 20210.51 . 549.34	.\$ 45371.18
Expendi	itures		
Main 3624.35 *Binding	Branches† \$ 75.60 269.53 2085.00 820.35 795.97 40.00	Total \$ 3699.95 1409.37 910.21 17851.31 2761.65 2.63 4076.53 2827.77	
*Supplies and Printing 2688 .03 Telephone 64 .52 Insurance 127 .55 *Sundries 1251 .06 Total Expenditures \$33583 .43	623.67 44.75 221.85 244.80	3311.70 109.27 349.40 1495.86	\$ 38805. 65
Balance August 31,	-		
SPECIAL FUND Juvenile Picture Fund Receipts		. 1020.35 . 258.60 . 10.00	\$ 1310.95
Total Special Fund	1 Keceipts	· · · · · · · · · · · · · · · · · · ·	\$ 1310.95
GENERAL	FUND		
(Carnegie Gift and l	Building Fun	d)	
Main Library Building Fund (Fines and I Carnegie Book Fund for East and W Branches	est Carnegie		
Total General Fur	nd Receipts		\$ 18934.34

^{*}Flood rehabilitation.

[†]Opened February 26 and 28, 1914.

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Days open	Hours† per week	Volumes active	Distributing agencies	Card	Volumes issued	Per cent. Adult	Per cent. Children	Reference questions answered	answered
305	2 mos. 57 10 mos. 75	45219	Main Library	8179	130201	63.9 36.1	62.5 37.5 (39723 v.)	5624	Cimile
168	6 mos. 42	3652	East Carnegie	1830	30381	73. 27.	49. 51. (19827 v.)	220	458
170	6 mos. 42	3255	West Carnegie	1583	23414	73. 27.	46.3 53.7 (14312 v.)	192	
	6 mos.	0009	Class room libraries		37854		29. 71. (37854v)		
			Deposit Stations	Included in Main	6707				
Totals		58126:		11,592*	228557		(111,616)	6036	458

*Being 35,874 volumes less than were reported as on shelves and active, March 24, 1913, day previous to Flood.

**Represents new registration. Transfers to Branches 130; from Branches 7. Delinquent notices 1743; visits 110; reserve postals 638.

†Total average 111 hours per week

10136 58126 47990 Total volumes.....

Total cards completed and filed for public and official catalog records.........

57804 2665 93335 15031

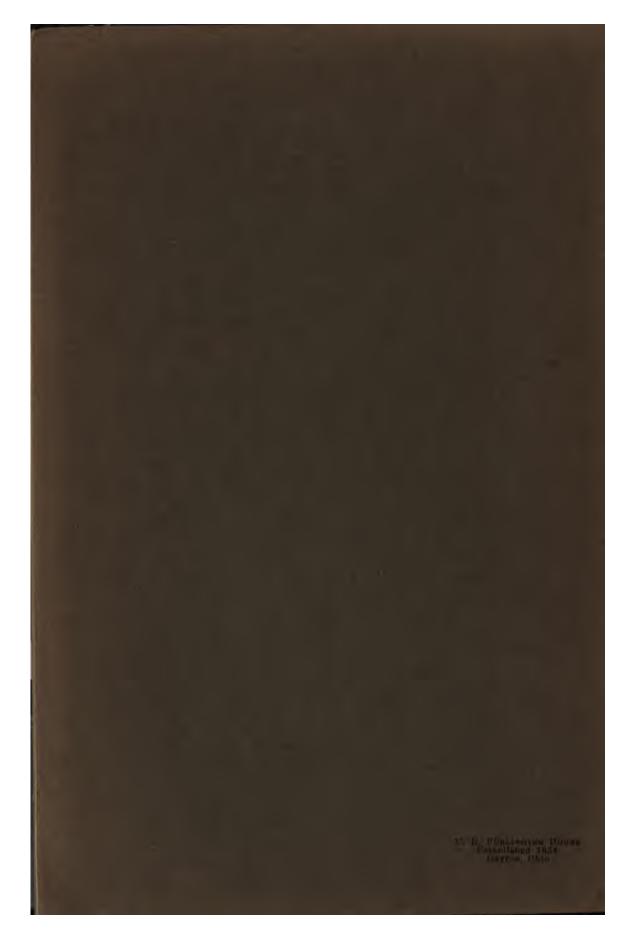
Total catalog cards discarded...... Picture books 100. Mounted pictures 842.

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	Main	East Carnegie Branch	West Carnegie Branch	Total
Volumes bound	1628			1628
Volumes strength- ened, mended, and shellaced	24173*	2036	1852	28061
Volumes handled in book preparation processes	\$7796*	1807	1985	61588
Volumes restored	1357			1357

AUDITORIUM AND CLUB ROOM USE	CLUB R	OOM US
Libraries	Times	Total attend- ance
Main	4	155
East Carnegie Branch	5	1061
West Carnegie Rranch	7	738





Che Dayton Public Library and Museum

BIENNIAL REPORT

for the Period Ending August 31, 1916 being for the 55th and 56th years of the Library



DAYYON, OHIO



THE DAYTON PUBLIC LIBRARY AND MUSEUM

BIENNIAL REPORT

for the
Period Ending August 31, 1916
being for the 55th and 56th
years of the Library



DAYTON, OHIO 1917

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LIBRARY BOARD

*W. J. CONKLIN, M. D., President Vice-President S. W. DAVIES, -ALBERT KERN, -Secretary J. C. ELY ROY G. FITZGERALD **JACOB LINXWEILER, JR., J. P. LANDIS, D. D

Messrs. Clement R. Gilmore and William J. Prinz were appointed to fill vacancies. Upon the death of Dr. W. J. Conklin, Mr. S. W. Davies was elected president and Mr. J. C. Ely, vice-president.

LIBRARIAN ELECTRA COLLINS DOREN

LIBRARY STAFF 1915-16

Business Office and Supply Department: Head: **Edith R. Davies. Assistant: Edith Hoborn

1 page (half-time)

Book Order Department:

Head: Elizabeth B. Doren

Clerical assistants: Edith McElfresh, Luetta Lowrey

2 pages (half-time)

Catalog Department (Adult Books):
Head: Matilda M. Light
First assistant: Virginia Hollingsworth
Assistant: **Mary Yoder
Clerical assistant: Corinne Byrne; also additional assistants during vacation.

2 pages (half-time)

Reference Department, Shelf and Serials:

Head: Fred H. Koch Assistants: ***Carrie Bench, Alice Spitler, Edward C. Colby

4 pages (half-time)

Circulation Department and Sub-branches:

Head: Mary E. Althoff

Assistants: Alice K. Neibel, **Miriam Folsom, Lillian Horn, Dona Beck

Children's Department, Juvenile Cataloging: Supervisor: ***Mary L. Ely

Children's Room (Main) Head: Maud L. Weller

Assistants: Erma Sexton, Doris Thirkield, Margit Larson

2 pages (half-time)

Book Repair and Bindery Department: Head: Theresa C. Walter (also classroom libraries) Assistants: Bertha Walter, Carrie Toedte, Anna Kuntz

2 clerks (half-time)

Branch Libraries:

exten. Outhe Kilvary

East Carnegie Branch

Branch Librarian: ***Helen M. Tattershall

Assistant-in-charge: Maude S. Miles Assistants: Reba Boomershine, **Goldie E. McClure

2 pages (half-time)

West Carnegie Branch

Branch Librarian: Myrtle Sweetman

Assistants: Cora M. Éwell, Mildred Holtvoigt

2 pages (half-time)

Janitors: Main Library: Edward Y. Harvey. Assistant: Philip Scheibenzuber East Carnegie Branch: **John W. Lewis, John Stone West Carnegie Branch: William L. Winfield

Museum Custodian: *Lyman Simonton, Peter S. Eikenbary *Deceased. **Resigned. ***Leave of absence.

REPORT OF THE LIBRARY BOARD

To the Board of Education:

Gentlemen:

The Trustees of the Dayton Public Library and Museum transmit herewith to your honorable body the report of the work of the Dayton Public Library and Museum, covering the period of the two fiscal years which ended August 31, 1916, together with supplementary matter to date of December 31, 1916.

The record of work of the fifty-fifth and fifty-sixth years of the Dayton Public Library presented in the Librarian's report shows notable achievement in service to the public and in the upbuilding of the Library. We would call special attention to the moderate cost at which this service has been rendered, and to the unfavorable conditions under which the work at the Main building has been carried on.

The Delivery and Reading Rooms of the Main library are crowded into irregularly formed spaces, partly due to the cruciform design of the building, and partly to the fact that the lobbies have had to be filled with bookstacks. Hence the total area at the disposition of the reading public is less than that at one of the Carnegie branches. Yet here 68% of the registered library borrowers of the city come to draw books and 60% of the circulation for home reading is taken care of; 82% of the research work by library assistants for the student public is done and 80% of the reading of books and periodicals by the public in the Library. Moreover, in this building also are the executive and technical departments of the library system, where all routine attendant upon book-buying, preparation for shelves, binding, cataloging and distribution to branches, buying and distribution of supplies, accounting, etc., must be done. Workrooms for the staff have been crowded into an ill-lighted, ill-ventilated basement never designed for such a purpose. The Museum also is now completely filled. A building two-thirds larger than the present one would barely suffice for the present needs.

The recorded use of books by the public reaches nearly a million volumes. Comparison of per capita cost of library service in 14 leading libraries of the country shows the Dayton library with per capita cost of 29.4 cents to be the lowest, being 58.7 cents less than the highest per capita library service and 20 cents less than the average. In this connection it should be noted that only one of the libraries besides Dayton has a museum, and none has suffered flood damage. The Dayton library's income for the current fiscal year is less than for the previous year, and is totally inadequate for providing urgently needed extension of the

service to the public. In view of the above mentioned facts we would urge the paramount necessity for an enlarged Main library building, and for more adequate distribution of library service to remote parts of the city, through school branches. The Librarian's report deals at some length with these necessary considerations.

The past year has been one of loss—the irreparable loss to the Library and to its directorate of the late president, Dr. William Judkins Conklin. We have also to record the death of Lyman Simonton, the faithful custodian of the Museum.

Respectfully submitted,

President, S. W. Davies
Vice-President, J. C. Ely
Secretary, Albert Kern.
Dr. J. P. Landis,
Roy G. Fitzgerald,
Clement R. Gilmore,
William J. Prinz.

IN MEMORIAM

WILLIAM JUDKINS CONKLIN, M. A., M. D. 1844-1916

In October, 1916, Dr. William Judkins Conklin, for eighteen years the president of the Library Board, passed to his reward. Seldom in the history of any institution has the life of one man been more intimately interwoven with every step of its development, than was that of Dr. Conklin with the Library and Museum. His work stands as that of a founder, a builder, and a conserver.

In 1879 he was elected to the Board of Education and within a few months thereafter was appointed on the Library committee, also becoming chairman of the Library building committee in 1884. In 1887 a Library Board distinct from the Board of Education was organized to which Dr. Conklin was appointed, serving as vice-president from 1892 until 1898, and as president from 1898 until his death.

Throughout these 36 years of continuous service in official relationship to the Library, scarcely a week passed when he did not visit it more than once, and he was never absent from Board meetings unless out of the city. From the beginning he gave serious study to the details of interior organization and management, as well as to the broader policies of scope and founding. He was notably instrumental in bringing to pass the erection of the Main library building, one of the first in the country to be devoted exclusively to library work, and in establishing a separate board of library directors. He also insured by legislation the foundation and support of a Museum as a part of the public library. In the collection of specimens and in the organization of the Dayton Museum, he was a moving spirit, contributing largely from his own personal collections. Upon his initiative the Medical library was established as a department of the public library. He was prime mover in securing the gift of \$50,000 for the erection of the two Carnegie branches, and in the past year he gave much attention to the problem of the enlargement of the Main library building, to ensure the better housing of the Museum, and more room for larger library service to the city and county.

Due to his energetic action and wise direction during the Flood rehabilitation, an addition of \$10,000 for this work was made to the annual budget, thus greatly facilitating the rapid progress of restoring the Library to full efficiency. At the same time he also secured from the Carnegie Corporation, \$15,000 for the purchase of books for the new Carnegie Branches, and was able to attract gifts of books for the Main Library amounting in value to over \$5,000.

Although by profession a physician and surgeon, with a large and exacting practice, and for ten years a member of the faculty of Starling Medical College, Columbus, Ohio, and, as a citizen, a man of large affairs, yet he never relinquished his ardent interest in scientific and



WILLIAM JUDKINS CONKLIN 1844-1916

IN MEMORIAM

WILLIAM JUDKINS CONKLIN, A. M. M. D.

1844 - 1916

AN HONORED PHYSICIAN,
A GOOD CITIZEN, ACTIVE IN
WELFARE WORK, AN UPRIGHT MAN.

FOR THIRTY-SIX YEARS HE RENDERED VALUABLE SERVICE TO THIS LIBRARY AND GAVE LIFELONG SERVICE TO THE FIRST HOSPITAL ESTABLISHED IN DAYTON.

THIS MEMORIAL IS ERECTED BY
THE MONTGOMERY COUNTY
MEDICAL SOCIETY.

literary pursuits. Geology, botany, entomology, literary composition—whatever subject presented itself to his mind, he attacked with intense, persistent effort until it was mastered. So modest, however, was he concerning himself, that few suspected the many-sidedness of his interests, nor the wide range of his activities. All, however, found in him the whole-hearted man of concentrated purpose in that which he undertook. Eventually his individual intellectual interests and his constructive ability found final expression in the upbuilding of the institutions most representing them—the Library and the Museum.

Always open and positive in the expression of his own convictions, he never neglected to take into account opposing views from others and somehow, though without capitulation, he managed to secure a fusion of the most diverse elements into active, constructive power for the accomplishment of important institutional work.

Doubtless the breadth and permanence of this work are largely due to his ability for grasping essentials, and for rounding up a situation into a just statement of facts briefly and clearly expressed, so that official action upon any measure was always representative of the sincere convictions and will of his able colleagues on the Board. Thus out of a small beginning and with funds, meager in comparison with the work accomplished, the Public Library and Museum of Dayton have been built. Whatever may be the support accorded by a community to its civic and educational institutions, no one thing can exceed in value the gratuitous, personal work of devoted citizens who serve on their directorates.

The latest act of Dr. Conklin's life was one strikingly in accord with his long and faithful consideration for the personal welfare of the Library workers—this was his personal gift of two thousand dollars, to be held in perpetual trust by the Trustees for a pension fund for the Dayton Public Library and Museum employees.

In reviewing his life we are reminded of Matthew Arnold's tribute to his father:

"Thou, my father! art laid

O strong soul, by what shore Tarriest thou now? for that force, Surely, has not been left vain! Somewhere, surely, afar, In the sounding labor-house vast Of being, is practised that strength, Zealous, beneficent, firm!

Yes, in some far-shining sphere, Conscious or not of the past, Still thou performest the word Of the Spirit in whom thou dost live— Prompt, unwearied, as here! Still thou upraisest with zeal The humble good from the ground,

Succorest!—this was thy work, This was thy life upon earth." The Montgomery County Medical Society has erected in the Medical department of the Library a memorial tablet. Dr. G. B. Evans, long associated with Dr. Conklin on the Library committee of the Society, being the chairman of the memorial committee.

The Library and Museum Board adopted the following resolutions and ordered them to be spread upon the minutes:

In the death of Dr. W. J. Conklin on October 31, 1916, the Board of Library Trustees has lost an efficient and faithful president, whose presence was ever an incentive in the promotion of the best interests of the Library. He spared no effort nor time to promote the advancement of library work. In the establishment of the Central Library with its connecting Museum, the first of its kind in the State or elsewhere, in the establishment of the Carnegie branches with their attendant features for community service, his life work is evidenced.

It is more than exceptional that the interest and industry of such a man should bear such great fruits of uplift for the community in which he lived.

A love of books, a firm belief in the efficacy of a public library as a means of disseminating useful knowledge, thereby advancing education and promoting better citizenship, combined to make him an earnest champion of the Dayton Public Library and Museum, and an ardent worker in its behalf. He was untiring in his efforts to increase the activities of the institution and to improve its service to the public.

He was always at the call of those in immediate charge of the Library, and no task was too onerous for him to perform. The example he set in this regard was a stimulus to the librarian and to every member of the staff. In the discharge of his duties as president of the board of trustees, he was invariably firm in adherence to what he conceived to be right or beneficial, but never arrogant or self-assertive. His kindly disposition prompted him to be considerate of the feelings of others. He thereby endeared himself alike to his fellow trustees and members of the Library staff. His fearless integrity, ripe scholarship, sense of humor, knowledge of affairs, fine literary appreciation and gifts of literary expression endowed him with rare qualities of leadership, and won for the Library cause many a distinct victory.

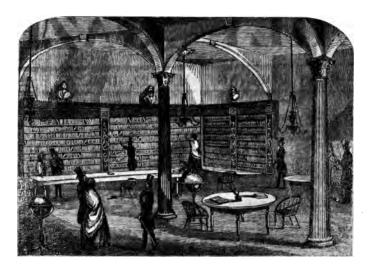
His memory will be cherished with strong approval as the work started and fostered by him goes on for the betterment of the educational interests of the city.

Therefore be it *Resolved*, by the Board of Trustees of the Dayton Public Library and Museum, that the above memorial be entered upon the records of the institution as a part of its history and as a tribute to his memory.

October 31, 1916

(Signed)
J. C. Ely
Albert Kern, Committee.

DAYTON LIBRARY ASSOCIATION, 1846-1860



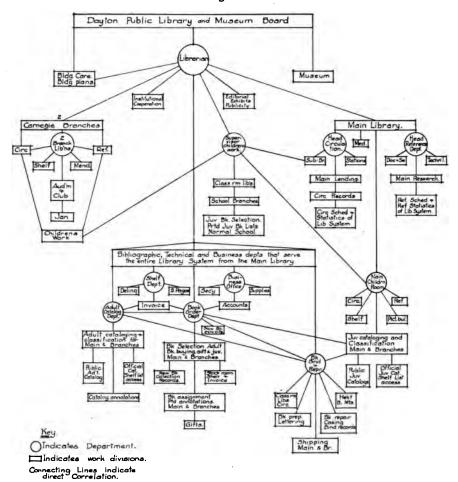
Library of the Dayton Library Association which was consolidated in 1860 with the School Library to form the present Public Library. The above picture is taken from a woodcut published in the Daily Gazette, May 27, 1854, and recently presented to the Dayton Public Library by Miss Helen Pearson.

Extract from letter of Dr. J. C. Reeve, Sr., dated, October, 1854.
*"The Phillips Building is a fine block,—I do not think it has its equal in Cleveland. Right across the hall from our office is the Library Room. I think I shall subscribe immediately—it is \$5.00 per year and six payments entitle one to a life ticket. Some 38 papers are on file, among them the Cleveland Herald and Plain Dealer, but the Cleveland mail arrives very irregularly—last Tuesday's papers are just here! (This was written on Friday.) They have a good supply of books,—among them Miss Pardoe's 'Court of Louis XIV'."

^{*}This building was situated at the southeast corner of Main and Second streets.

DAYTON PUBLIC LIBRARY AND MUSEUM

Administrative Organization



LIBRARIAN'S REPORT

To the Dayton Public Library and Museum Board: Gentlemen:

The report of the Library which I have the honor to submit herewith, is the fourth biennial report, being for the period ending August 31, 1916, and covering the operations of the fifty-fifth and fifty-sixth years of the institution.

STATISTICAL SUMMARY AND RECOMMENDATIONS 1914-16

Restoration of Books My preceding report (1913-14) gave, as the chief work of that period, the opening of three branch and Records libraries and the practical completion of Main library building repair and equipment. At that date also restoration of the books lost and the rehabilitation of catalogs damaged by the Flood of 1913 were well begun. This work—monumental in itself—has proceeded since then, hand in hand with the enlarging service for the public. In the two years, there have been added 38,717 volumes of which 23,543 volumes have been accessioned and cataloged, making total cataloged volumes in the Main Library and Branches 84,915. Of the number yet uncataloged (15,174 volumes), over one-third has been made available to the public at the Main Library through the new book collection, document and newspaper collections. Therefore the Main Library efficiency as to number of books available is 68,000 volumes, being 14,600 volumes less than in 1912 before the Flood. On the other hand there have been sent to the Branches 20,000 cataloged books. duplicates of the Main collection. Total new and rehabilitation cataloging is represented in the various files by 202,000 cards. Thus it may be seen that from the viewpoint of book purchase and cataloging alone, the work has been both intensive and extensive.

Although larger duplication in fiction and juveniles would be desirable, gratifying expressions have been received from many Library users, especially the student class, and from assistants who wait upon them, concerning the broad range of selection and authoritativeness of the book collections which have been found to respond adequately to the class of reference questions that have been presented. This would seem to point that the intelligent selection of standard modern books has in some measure compensated our loss of fifty thousand older books. Nevertheless, the fact remains that the Main library is still laboring under handicap from losses that should be made up to it as early as possible. To do this effectively, the book purchase will necessarily change in character. More time will be required for critical selective and bibliographic work to round out the various classes from valuable old and new publications not yet secured. Moreover as the library system is extended to school branches, and as the "replacing" needs of the older branches become more insistent, closer study of individual requirements will be more necessary. The volume of purchase will increase proportionately and the necessity for economical buying will require more frequent examination of the book market, especially for such items as seldom find their way into the usual advertising and commercial channels.

With book purchases equal to those of the past year the receiving space in the Main library will be exhausted in the work rooms. Even now it is difficult to find desk and book-truck space for an additional helper. Moreover the inconvenience in handling the work in three of the book departments in overcrowded basement quarters, poorly lighted and badly ventilated, is such as seriously to retard the work, and eventually may affect unfavorably the health of the workers.

Book Service to The home and library use of books for the past two years totals 745,790 volumes. Nearly one-fifth of the population of the city are registered borrowers, and fully 8,000 to 10,000 more who are unregistered borrowers are regularly served with home-reading through the class room libraries and factory deposits. To these agencies the Main library has sent 22,580 volumes. The total circulation for home use from Main and Branches was 598,372 volumes; for research questions, book selection and personal assistance in the use of catalogs and indexes, 68,338 recorded calls were answered: 60% of the circulation and 82% of the reference work have been from the Main library.

As our book collections have been replaced and we have been able to assign more continuous attendance in the delivery room and at the Reference desk, this work has steadily increased in amount and variety. Modern life demands, and people must have, an efficient book service. The time has come at the Main Library when more and better facilities for their accommodation must be provided. Better light and ventilation, more and better equipped reading and reference rooms, a connecting book-delivery system between departments in the Library, and telephone service to the public from all branches of the system, are urgent needs. As compared with the ordinary grocery or dry-goods store, our equipment for prompt public service, especially at the Main library, is medieval.

To meet the demand for wholesome recreational reading, we should seek to supply promptly a far larger proportion of duplicates of the best fiction, than even a much larger book fund than ours would justify. The solution of this problem reached in the best libraries of the country, is the pay-circulating collection of the most popular books, fiction, travel, biography, etc., and until ample book endowment funds are a reality it will probably continue to be the only solution for duplication which will be anything like adequate to satisfy the demands of the reading public.

Branches At the Carnegie Branches the book shelves are filled almost to capacity with bright, attractive volumes, greatly appreciated in their spacious surroundings by the citizens who frequent these libraries. The total branch service for home-reading was 236,408 volumes being 40% of the whole; reference service, 4,710 questions or 18% of the whole; auditorium and club room use, 196 meetings with an attendance of 11,478.

Due to filling the room with school desks, the library at the North branch, Allen School, has been forced into quarters disastrously overcrowded. Although at this point the book collection reaches the highest degree of circulation in the whole Library system (9 issues for each volume of the collection as compared with 5.5 times at the Carnegie branches), we have been obliged to withdraw over 1,500 volumes and to

abandon the attempt to supply reading-room and reference service to a public just beginning to appreciate its opportunities in this respect.

Book Repair and Increase in circulation and reference work is registered Binding

also in wear and tear on books. Each volume used at the tables for consultation or issued for home reading is inspected personally by the Repair department before it is returned to the shelves for re-issue. Every new book purchased receives its collation, ownership marks and lettering in this department. At the Main library and Branches in the past two years 844,000 items passed through this department.

Institutional Throughout all the work the Librarian has not only Co-operation striven that the service to the public should meet the requirements of the individual user of books for each specific call, but also that the Library and the staff of workers should take part in the civic and community movements. Among such efforts may be named co-operation with the Civic Music League in securing a lending library of music; contribution of important Library exhibits of books and posters to the School, Municipal and Welfare exhibits; the preparation of book lists and bulletins on the occasions of the meetings of the State Charities and Correction and of the State Federation of Women's Clubs. Members of the Library staff were detailed to be in charge of book exhibits and all of the staff participated in preparation of exhibits and in attendance at State meetings for personal study.

Compilation for the Advance club, of a priced edition list of 500 books and periodicals suitable for gift by Ohio clubwomen to the Marysville Women's Reformatory, has recently been made.

At the Main library, "Book week," when special efforts are put forth to aid the book-buyer in wise selection for his personal library, has been observed in December of each year with choice book exhibits aggregating several thousand volumes.

The Heads of circulation and reference and the Branch librarians follow closely the interests of their respective communities and note holidays, special occasions and seasonal changes with appropriate suggestions, book lists and story hours.

The Miami Conservancy district has also received direct co-operation in the matter of inter-library loans; and the National Cash Register company has drawn largely by telephone and otherwise upon the reference and bibliographic resources of the Main library.

Free Library

Through the generous cooperation of citizens, the Library

Entertainments has been enabled to offer to the public, fifty-six free
entertainments, comprising plays, musicales, stereopticon
lectures and story-hours. Besides those provided by the Dayton Federation of Women's Clubs for the seasons 1914-16, others who have
contributed during the season of 1916-17 are as follows: Five recitals
by the pupils of Mrs. Fred Meyers' School of Dramatic Art; musicales by
Woman's music club, also a recital by pupils of Mrs. Rose D. Robin;
story-hours for the children, Mr. Albert Kern, Miss Mildred Weber and
Miss Edith Phail; moving pictures, National Cash Register Co. The
following lectures were also given: A civilian's cruise, by Mr. Wellmore
B. Turner; Experiences at Plattsburg, by Mr. Henry M. Waite; Benning-

ton and Saratoga, by Mr. Albert Kern; The Balkans, by Mr. Daniel W. Iddings; the Library as an adjunct to scientific development, by Mr. C. F. Kettering; Battle of King's Mountain, by Mr. Albert Kern; Reconstruction work of the English Quakers in Europe, by Mrs. Arthur E. Morgan; Birds, by Miss Grace A. Greene; Recent discoveries in electricity, by Mr. J. H. Hunt. Miss Elizabeth A. Holt, Superintendent district nurses, also gave a course of five lessons in home nursing to mothers at the West Carnegie branch library.

We are also indebted for music rendered on various occasions by Miss Mabel Cook, Miss Eulah Cornor, and by the orchestras of Huffman, Franklin, Ruskin, Patterson, and Weaver schools.

Gifts and Bequests The citizens of Dayton ever since the Flood, have generously borne in mind the depleted book shelves of our Public library, and whenever their own books were to be disposed of, have

made it their first thought.

Among the more notable and larger gifts, is the donation of 425 German books by Mrs. W. A. Plattfaut, of which 300 volumes are medical books from the library of her late husband, Dr. W. A. Plattfaut. The Miami Valley Dental Society, through Dr.P. F. Schoff, has presented over 105 volumes on the subject of dentistry. Dr. G. P. Dale has given 45 volumes to the Medical Department. Brien Greene & Co. have presented a number of important books and periodicals on banking, finance and allied subjects. Miss Helen Pearson has recently donated valuable manuscripts relating to early Dayton history, together with other rare Daytoniana. Dr. J. C. Reeve, Sr., has presented a number of rare medical books, and about 100 volumes in the French language. Mrs. W. J. Conklin has presented to each of the Carnegie branches a large historical picture, framed for the reading rooms and to the Main library valuable reference and medical books.

The total miscellaneous gifts for the past two years amount to 910 volumes. On account of the congestion in work due to the opening of the branches and replacing of old and new books it is not possible to shelve these books immediately for the public.

The Montgomery county Medical Society continued its annual gift of \$100.00 for the purchase of books for the Medical department, which is now classified and practically cataloged. It numbers about 3,000 volumes of well-selected and up-to-date works on medicine, surgery, public health, etc. This Society through its library committee of which Dr. George B. Evans is chairman, has also erected in the Medical department of the Main library a splendid memorial tablet to the memory of their distinguished colleague, Dr. W. J. Conklin. A photograph of the tablet appears elsewhere in this report.

One of the most notable gifts in library annals, because unique in its purpose, has been the bequest of \$2,000 by the late president of the library board, Dr. William Judkins Conklin, to be held in perpetual trust by the trustees of the Dayton Public Library and Museum Board for the establishment of an employees' pension fund for this library. Not only is this bequest singularly in keeping with his character for thoughtfulness for the welfare of the library workers but his act in thus initiating the library pension movement in Ohio, will doubtless have far-reaching influence in other states.

Comparative The work of the Library for the biennial period just closed is greater in amount, broader in scope, and at the same time more special and personal in its service to the individual reader and student than for any corresponding period in its history. Compared with itself the increase in per capita cost for 1916 over 1912 is 3.7 cents. Compared as to per capita cost with 16 leading libraries of the country, the Dayton Library stands fourteenth in the list, with a per capita cost of 29.4 cents, being 20.9 cents lower than the average rate for the thirteen libraries which have a higher per capita cost; and 4.5 cents higher than the two libraries which show a lower per capita rate.

Total receipts for the two years ending August, 1916, including gifts, collections from fines, etc., were \$109,721. Total expenditures, including Main library building and repair fund, were \$109,174. Gifts have been exhausted. The cut last August of \$6,000 below the total annual amount of library expenditure for the past two years was a crippling blow to the urgently needed Main library building extension. Efficient service to the public and economical administration of work suddenly grown to the proportions of a large business concern make increasingly urgent this extension for which preliminary plans have already been submitted by the Librarian, and declared by the Board to be feasible. So urgent has this feature of our work become that bookbuying for the present year will have to be limited on account of congestion at the Branches as well as at the Main library. Without this expansion the work will fall back of its own weight. A campaign for library building funds may be necessary.

OUTLOOK AND RECOMMENDATIONS

The diagram which accompanies this report, together with the statistical and financial abstract, furnishes a succinct presentation of the organization of the Library for purposes of administration and a survey of book service and expenditures. The diagram shows the interrelation of departments, contact with the public, and how all parts of the system converge upon the executive. Upon the occasion of reviewing the work of the institution under your direction, it seems fitting that there be submitted for your consideration, at this time, such measures as appear necessary to be incorporated in the library policy for the immediate future.

Three main purposes to be accomplished present themselves. They are mutually dependent, they must proceed at the same time, and they cannot be long delayed if the Library as an institution is to keep abreast with civic and educational developments in Dayton. They are as follows:

1. The Main Library must be enlarged to provide better facilities for the public, and workrooms for the staff.

2. Library extension through school branches is necessary in order to equalize library privileges for the taxpayer.

3. Library training for page and junior clerical work should be placed upon co-operative school basis.

Main Library Upon the first point, namely, the extension of the Main library building, a report and preliminary plans have already been submitted and await further consideration by the Board. The general plan was approved by our late president, Dr. Conklin, who gave the subject much thought and strongly urged a larger levy for this purpose.

Library Extension Through As to the second point, Public Library School Branches branches in school buildings, the Librarian, upon the invitation of the late Superintendent

of Instruction, Mr. Brown, submitted to the school architects, plans for

branches in the E. J. Brown and Jefferson schools.

In 1904 the Dayton Library was an innovator in placing branches of its service in public school buildings. This plan has since been successfully adopted in many other cities. At that time, however, the community center idea was not so fully developed in the country as it now is. Nevertheless, through teachers' and parents' associations, the Librarian was able to secure the co-operation of the Library board and Board of Education to permit the experiment. Notwithstanding many inconveniences on both sides for teachers and library workers, due to lack of adaptation of the older school buildings, the experiment was successful in a number of ways. It brought the Library nearer to the homes, where parents and children could enjoy the books equally, and where teachers could make ready use of them for class work; it afforded a certain amount of reference work, and acquainted the boy or girl not likely to reach the high school with a broader outlook than otherwise might come to him. It advertised the larger privileges of the Main library. Through the School branches an aggregate of 70,000 volumes per annum were issued.

To introduce well administered branches in the new school buildings would be a signal enlargement of educational privilege. Within the city limits there are five community groups, as distant from the Main Library and in most cases less accessible to it or to either of the Carnegie Branches than are our present branches to the Main Library. These communities are paying taxes for library privileges, but are they likely to receive them in the degree that the East End and West End communities do? And are they not entitled to equal privileges?

However attractive the independent library building in a park of its own may be, the matter of cost in proportion to the actual service secured is one for careful consideration. It is also a question whether, under certain conditions, work fully as vital educationally and as significant socially may not be done at a less cost. We think our experience of twelve years in school branches points to the solution of the problem of an effective, economical, and well distributed library service to the public.

In the location of the new school buildings as now planned by the Board of Education are found also the strategic points for library work for each of the five community groups above mentioned, and which are now so detached from any library service whatever. The grounds about these school buildings are ample. The activities within the buildings are varied, and just such as books may advantageously supplement. Manual training, domestic arts, gymnasium, auditorium, and moving picture equipment suggest the community center. The community library alone has not been definitely provided, except possibly in the Edwin Joel Brown school.* Is not this the great opportunity for the School, the Library, and the Community to get together?

The essentials are a large, well-lighted room at the main entrance, which may serve the teachers and children during the day as a working laboratory under the skilled library assistant; and after school, until nine o'clock serve as library and reading room for the general public. Each

^{*}Since going to press with this report the Library Board has been assured of temporary quarters in the Jefferson, Whittier, and Cleveland Schools.

community with a new school should have such a public library branch. Under such conditions, books and daily service equivalent to that now rendered by the Carnegie branches, may be secured in most effective relationship to the schools and to the general public, and may promote upon the best lines, co-operation with community interests of the whole

district at about one-fifth the cost to the taxpayer.

If some such plan might be developed for all new school buildings upon a basis which would insure a period of occupancy of from three to five years, a most efficient service could be rendered. In illustration of this fact, attention is called to the foregoing report of the North Branch, where the circulation of the classroom libraries for the Allen district was assumed by the Branch. While relieving the teacher of the clerical work attendant upon these classroom libraries, it tripled the use of the books among the children. The work of this Branch for the general public, last year (although so severely handicapped by not having a separate room, was nevertheless one-half the circulation of a Carnegie branch, although the latter was open double the number of hours. With such a library equipment as planned and drawn for the Edwin Joel Brown school undoubtedly four or five times the service could be rendered at a cost to the taxpayer of several thousand dollars less than would be the mere overhead charges of the same library in an independent building.

Junior Library The problem of securing sufficient library help has led those libraries that can command funds for the purpose to institute regular library training classes for the subordinate positions, depending upon the library schools for the more fully educated and technically trained assistants for the more difficult lines of work. The history of the development of the Dayton Library Staff, which dates back to 1896, appeared in the previous biennial report, 1913-14, and need not be repeated here. However, all grades and kinds of library work require instruction for the beginner, and somewhere in the budget the cost account must be reckoned with. takes time to fit these young people for the minor routine of the library, but once fitted they are better for it than are either older persons or even the more highly trained, whose salaries and abilities are out of proportion to the class of work required. Much that the high school pupil assistant must learn in the course of library routine will be valuable to him either educationally or in other work, and some of it might well count vocationally. To relegate to the vocational and co-operative schools a part of the initial training of the Junior staff will be a gain to the student and an ultimate saving to the Library. The details of such a plan must be worked out with the schools, but there has been enough experience to warrant at least a trial. To be of use to this Library, the instruction of the student on school time must, however, be by persons who are library school trained, and have had teacher training, and who are active on the staff of this Library.

Annual financial statements and statistical summaries for the fiscal years 1914-15 and 1915-16, will be found at the close of this report.

The members of the Library Staff, in their respective fields, have been tireless in their efforts to further the usefulness of the institution which they serve. Details of the departmental routine are presented in the following reports from heads of departments:

DEPARTMENTAL REPORTS

BOOK-BUYING

Book Order A standardized selection for the book purchases of the Department past two years has been effected by a careful examination of the best professional library book lists, bulletins, and catalogs of the leading libraries, together with subject and trade bibliographies. These have been studied in relation to the replacing needs of this Library, and the varied and growing demands of a larger public.

This study was supplemented by visits to over twenty of the large book-buying libraries of the country, and by inspection of the chief sources of the book trade, such as publishers, book jobbers, and dealers in remainders and second-hand stock. By this means we were enabled to place to the best advantage bids and orders compiled from our list of "needs," and furthermore, to pick up at very low prices many valuable

titles as "remainders" which seldom reach the bookseller's lists.

Our Flood loss in books has been placed at 47,990 volumes, the Reference department being cut down fully 80 per cent. In replacing losses, special attention has been given to this department, which includes bound periodicals. To complete broken sets or supply volumes of the most needed periodicals in good condition and with their indexes and title pages is a slow process requiring careful examination and much correspondence.

The classes of fiction and foreign languages which were almost totally destroyed, have also received special attention. These collections are now practically restored. Collections in the Slavic languages, foreign texts for English students, and aids to foreigners in speaking English have been developed in anticipation of the Americanization work to be undertaken by this Library. The buying for current publications has

been continuous and carefully chosen.

A beginning has been made in collecting and filing material, largely pamphlets, for a bibliothecal library and for a municipal reference and

business men's department.

There has also been started a systematic study of the book needs of high school students and teachers, both as to kind and amount required. The work of other libraries for secondary schools has been studied, and profitable visits made to the best high school libraries of Brooklyn and New York, including also the Children's museum and library of Brooklyn, the Commercial museum and library of Philadelphia, and such technical schools as Pratt and Drexel. With this as a background, we began our Dayton work last May, when letters were sent to over 100 teachers in the Dayton High Schools, inviting suggestions for book purchase to supplement the work of their departments. In response to requests from this source, about 250 volumes have been added.

The selection and purchase of extra illustrative material, prints, etc., also devolve upon this department under advice of the Librarian. A limited number of German prints have been secured for the Children's rooms; and for the use of the art students, clubs and schools, a few Hanfstaengel Holbeins: also a gift from the publishers of about 200 color illustrations by Dulac, Maxfield Parrish, Wyeth and others. Mounted plates from Étoffes Japonaise, the Smolensk embroideries, and sets of duplicate plates from the Encyclopedia of foods and beverages,

Work has been too congested to admit of Order department statistics. The more pressing demands of service, as well as the critical research and bibliographic detail involved, are not easily converted into, nor estimated by statistics stated in titles and volumes. A general statement however, of the more obvious and concrete routine items of the department for the past two years may convey some idea of its operations.

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the past two years may convey some idea of its operations.	
Titles searched in 12 official records (to avoid unwarranted dupli-	
cation)	13,068
This number is by no means complete as it does not include	-5,555
a large amount of searching done upon "special requests," "re-	
mainder" lists, etc., but refers chiefly to searching upon standard	
lists.	
Order slips and carbons made and distributed	49,190
Printed annotations checked, cut, and distributed for mounting	-0,-00
	4 601
in Main and Branch adult books	4,601
Volumes assigned to various collections in the Library system	33,039
Volumes forwarded to Book preparation department	33,039
Volumes with bookslips and author index sent to Circulation	
department for New Book collection	3,830
	9,000
Volumes with Library of Congress slip and Temporary catalog	
slip sent to the Adult and Juvenile Catalog departments.	22,043
Volumes handled by pages in care of stock room, (alphabetic	•
arrangement by authors on shelves, invoice, vacuum	
	150 015
cleaning and delivery to other departments)	158,915
New book exhibits; also book lists and bulletins prepared as	
publicity and reference work	5

CATALOGING AND REHABILITATION OF RECORDS

The total amount of new and rehabilitation work on the catalogs for the adult and juvenile collections of the Main library and Branches during the past two years covers 23,543 volumes, represented in all official and public records by 202,021 cards. Reports of the heads of the Adult and Juvenile Cataloging departments follow. Cataloging: Adult Books.

Volumes cataloged—

As indicated in the statistics, the Juvenile cataloging is not included in the figures of 1915 and 1916. In 1914 the Branch Adult and Juvenile Main and Branch cataloging was done by an extra group of workers under the supervision of Miss Bench, detailed from the Catalog department for the purpose. The Adult Branch cataloging was largely duplicating work already done for Main, but often difficult to read from the damaged catalog card. Volumes new to the system were done by the regular cataloging staff. About the middle of August, the last month of the year, the entire Juvenile cataloging was transferred to the Juvenile department with Miss Bench in charge. A truer comparison with 1915 and 1916 therefore would be the Adult total only which is 6,682, as compared with 7,945 in 1915 and 8,708 in 1916.

2. Duplicate and replacing volumes—

Since September, 1913, when the rehabilitation of records began, the work of adding duplicate and replacing volumes

involves far more than the mere adding of accession numbers to shelf-list cards.

3. Rehabilitation—

These figures include rehabilitation by all the channels; replacing, Branch and Stations duplicates, continuations and incompletes and the shelf-list as a basis. The large number in 1915 is due to the rehabilitation of the entire existing fiction collection and the German collection. A total of 1,099 titles.

Cards—

The very large number of cards in 1915 is accounted for by the unusual number of cross-reference cards for Main and Branches filed that year, but work upon them began the year preceding. 10,085 cross-reference cards and 2,537 guide cards were in excess of normal.

1914 includes Branch Juvenile cards not included in 1915 and 1916. Deducting these 5,923 Juvenile cards leaves a total of 66,042 for 1914.

5. Special pieces of work done in the three respective years are as follows—

1914-

- 1. Reorganization of department after five months' interruption caused by Flood; e. g., developing plans of procedure, writing of routine outlines, etc.
- 2. Separation of shelf-list for lost and existing titles.
- 3. Removal of author cards for lost titles from Public catalogs.
- 4. Official author file stamped to show existence of titles at Main and Branches.
- 5. East and West Branch catalogs revised and guide cards made and sent to Branches.
- 6. Medical collection classified; done by Miss Freytag, a medical student, under instruction and supervision of Head-cataloger.

1915---

- 1. Completing to date the subject cross-reference cards for Branch catalogs; and Main Library catalog, carrying the work to "ni."
- 2. Revision of alphabeting code. Outlining of plans for summer work, including process outline of current work.
- 3. All catalog and shelf-list trays and other official files were shifted and extended during the year. Classed catalog was shifted twice.
- 4. Entire fiction catalog and shelf-list rehabilitated for existing titles.
 - The same done for the German collection, with the exception of the unclassified group.
- 5. The entire Old Library collection, exclusive of biography, was listed; i. e., 1,503 titles requiring a total of 4,357 cards. An author card for the Official author, and an author and title card for the catalog.
- 6. A shelf-list count of the 1915 invoiced volumes was made.
 Total 40,912.

7. The writing of Branch headings, proof-reading and filing of cards was transferred to members of the Branch staff. Note: North and South Branch headings are still done at the Main Library.

1916--

Completed the removal of all cards for lost titles, from the

public catalog.

Made an author and title catalog for "Student's texts" collection and for Hungarian and Polish books. This is in addition to the entries for these books in the general catalog.

Old biography collection was listed. An author card for the Official author and author, title and subject cards for the public catalog were made for 1,156 titles requiring 3,453

Library of congress cards were ordered for the periodical and medical collections.

An author and classed index was made for the Medical collection, consisting of 851 cards; a large proportion taken from the L. C. file waiting and the remainder written.

Numerical comparisons of Juvenile work for the last Cataloging Juvenile Books three years emphasize the increased output for the past year, in both catalog cards and volumes made ready for the public, being for 1916 alone 5,661 volumes represented by 30,944 cards.

Our energies have been directed, especially, to the rehabilitation work in order to enable us, as soon as possible, to reach a basis when each official record is complete in itself. The records up to the present time have been in a measure dependent on one another, making research work more complex with never the certainty of absolute accuracy.

The remaining rehabilitation work has been bulked together, aggregating about 400 titles. This work will be finished before "new book" work will be attempted and with that accomplished all further catalog work is on a better basis than before the Flood. That is, new subjects suitable for a children's catalog have been decided upon by comparisons with children's subject indexes, published by other libraries, and a standard established for our future work.

The old temporary catalog has been almost entirely discarded. With the exception of about 400 titles, the Main Children's room collection has been re-cataloged. This has been most advantageous, enabling the children to use the catalog themselves, thus lessening the amount of reference work.

Not only has the Main juvenile catalog been compiled, but the Branch libraries have also received subject headings for their collections, which were at first represented only by author and title cards.

CIRCULATION AND REFERENCE USE OF BOOKS

Circulation The total circulation of books for home use through all the Department agencies, during the year 1915-16, shows a decrease of 28,688 volumes as compared with the number circulated in the previous year.

Some of the reasons for the decrease that may be mentioned, are: the epidemics of scarlet fever, diphtheria and grippe, the Municipal and Welfare exhibits and the Shakespeare pageant, moving picture theatres, dancing fad, automobile and other diversions have also had their bearing on the circulation, as well as the fact that citizens are beginning to replace their own libraries which were lost in the Flood, and also that magazine reading is more general.

The daily average circulation of the whole system was 982, the daily

average at the Main Library was 418.

Never before in the history of the Library has the collection of books been so well selected. Thousands of new and replaced books since the Flood, are here to meet every possible taste.

All assistants in the department give precedence to the readers and allow the clerical routine work to be taken care of during the less busy periods. In various ways this department offers suggestions to the public for their reading and assistants render individual help in book selection. As an incentive we have also special groups of books on display and bulletins and lists following closely the trend of local and current topics, are regularly posted; new books are arranged in attractive and conspicuous places, to draw the reader's attention.

To meet the demand for popular books we would urge the installation of the "Pay circulating collection," found so satisfactory in other libraries.

The registration of borrowers is one of the most important and time-taking duties of this department, requiring the greatest accuracy. Since the reopening of the Library, June 7, 1913, the number of readers registered is 28,036. At the Main library the number of active borrowers is 17,626. The registration at the Main library alone means copying and filing many thousand cards, work which must be done daily and systematically.

The various items of work of the Circulation department are given in detail in the statistical report. The Head of the department revises all work at the Loan desk; arranges schedules; gathers statistics for the Library system; trains new Loan desk assistants; makes out reports; takes care of Club and Committee meetings and since October, 1915, has also rendered an average of twenty-one hours each week at the Reference desk.

North Branch Organization and supervision of this Branch and of and Stations deposit stations is also a part of the work of the Head of circulation. Miss Lillian Horn is the assistant in charge of North branch, which is open to the public three afternoons and evenings each week. The total issue of books for home use from this branch was 22,646. In addition to this number, 5,176 volumes of Allen district classroom libraries were given out, making a total of 27,822 volumes. Of this number 72.6% were children's books, an excellent record, showing the need of a library in that locality.

The total circulation of books through the Stations department was 7,380. Books are personally selected by the Head of the department, after careful examination of the needs of each station. Various agencies supplied through this department were the Miami Valley Hospital, Montgomery County Sunday-school Association, Steele, Stivers, and Parker high schools, Normal School, also factories, stores, laundries, clubs, and Sunday schools. Requests for books from other clubs are

filed and we hope to extend the usefulness of this department to city engine houses in the coming year.

Main Library The Main Children's room offers a cheery welcome to all Children's Room its readers and visitors. Its walls have been re-tinted a colonial yellow, and the new pictures added during the past year, suggest action and phases of life which appeal to a child. The oxen, which seem to move, the bit of woods with nimble squirrels, the glimpse of village activities, the waving field of wheat, the rose garden, and the wonderfully cool pond with its swans all receive due admiration.

At the close of three years the present collection of books, with the additions made the past year, has proven satisfactory and adequate to the demand made upon it. It is the result of many changes. The first two years all old branch books and gifts obtainable helped to increase the volumes needed.

By grouping elementary material through the fourth and fifth grades a "little children's corner" has been established. Besides 100 picture books this collection contains over 500 volumes. In reference work, especially, this separation from the general collection has eliminated waste of time and energy spent in searching for suitable material in all corners of the room for the youngest readers.

"Stories to tell" and "Reading course" books are special collections labeled so that the readers can search independently, if need be.

Statistical comparisons show about 300 more borrowers than at the end of the year 1915.

The cataloging of children's books for the Main library and Branches has been done in this department and is reported elsewhere.

Reference The year immediately following the Flood was replete with Department difficulties owing to our lack of resources, and damaged records. Yet the demand for information was about equal to the average year.

In the next year, 1914-15, a considerable increase in the demands on the Reference department was experienced. The number of questions increasing from 5,804 in the year 1913-14, to 9,045 in that of 1914-15, an increase of 3,241 in the number of questions, and in per cent., 55.8.

This large increase may be partly accounted for by reason of the continuous service supplied at the Reference desk, an attendant being there every open hour of the Library. The increased activities of clubs and societies, changes in the curriculum of the schools and demands from the shopmen and professional men, as well as from the casual patron, assisted materially in the growth.

Among the questioners recording the greatest increase in 1914-15 are:

Trades 138.6 per cent.
Casual 128 per cent.
Artists 102.3 per cent.
High school students 68.4 per cent.

In the list of questions showing the largest increase in 1914-15:

Useful arts 163 per cent. Sociology 100.1 per cent. Literature 47.3 per cent.

As will be noted the items representing the greatest increases are the trades among the questioners, and useful arts in the list of questions.

This is gratifying, as it shows that the Library is being recognized more and more as an asset in supplying practical information in matters of business, manufacturing and building, and miscellaneous information, as is indicated by the large increase of casual patrons.

In the past year, 1915-16, the increase in the number of questions

over that of 1914-15 was 2,259 or 25 per cent.

The questioners showing the largest increases over 1914-15 were the:

Business men 85.7 per cent. High school 45.5 per cent. Trades 31.4 per cent. Casual 30.8 per cent.

The classes of questions recording largest increases were:

Literature 58.2 per cent. Biography 57.9 per cent. Sociology 26 per cent.

As will be noted from the percentage just mentioned, business men head the list with an 85.7 per cent. increase, a growth partly due to the present war which has caused a demand for information concerning raw materials and commodities generally supplied from abroad.

The increased study of cost systems, efficiency methods, advertising,

selling, and accounting problems is also noticeable.

CARNEGIE BRANCHES

Carnegie

The work at the Carnegie East branch library for the past year shows cause for encouragement which overbalances, in the estimation of the members of its staff, the decrease in some lines of the work as shown by statistics.

The results of the epidemics of the past year have been felt in the patronage by both the children and adults. Over 139 notices of quarantined homes were received at East branch from the Board of Health.

The library at Stivers manual training high school library has been much enlarged by the addition of books needed in the school work, so that many students have availed themselves of the privilege of using these books and have not been as constant borrowers from the East branch. However, the use of books for reference work in the Library building has been noticeable. The rooms have been increasingly filled with students, both in the afternoons and evenings during the school year.

Each year, beginning with the cool evenings, the work of the staff has been hampered by the necessity of enforcing library discipline, especially among young boys. Several dismissals or curtailment of library privileges for a limited time were necessary to preserve good order.

The reference copies of bound periodicals, notably Scientific American and Popular Mechanics, have been a source of great pleasure to many of

the young boys.

Since October, 1915, the typewriting of headings of catalog cards has been done by East Branch assistants, also the filing of all cards. Over 4,000 adult headings have been written and filed, and over 800 shelf-list cards filed. About 3,000 juvenile headings have been written and filed. Owing to absence of staff members, work for several months

of the previous year was left unfinished, and was completed and cards filed during the year.

The adult patrons have expressed pleasure in the new fiction which has been received during the past few months. The extent of the circulation of current periodicals is also a source of gratification.

The patrons of the Library help in the beautifying of the building by supplying fresh flowers in season, and express pleasure in the bulletins which are displayed for special occasions and holidays. The announcements of auditorium entertainments are always welcomed and information as to dates for the coming season has been sought by many who have enjoyed the entertainments in the last two years.

Carnegie The two-year period covered by this report embraces West Branch almost the entire existence of the Branch. During this time, we have circulated over 100,000 books, 55,000 in 1914 and 49,000 in 1915. Although this shows a considerable decrease for the past year, it can be accounted for largely by the unusually prosperous conditions of the shops and factories, and also by the falling off that can always be expected in the second year of a branch. The borrowers now number 3,358; of this number 519 are men, 833 are women, and 1,906 are children. It is interesting to note that the percentage of adult registration tallies almost exactly with the percentage of adult circulation, which seems to indicate that there has been an even proportion of reading done by all registered.

The book collection which was originally about 3,200 volumes, has more than doubled itself, and now numbers 9,100 volumes. In our early days, we ribboned the books on the shelves to hide the bareness, but we are now approaching the other extreme and are adding shelves wherever possible. The exhibit room has been shelved on three sides and is now used for a reference study room.

The circulation to adult readers is about 42% of the total and of this about 60% is fiction. As usual with fiction readers in a small branch, we have a large number who depend almost entirely upon us for the selection of their books. To help these readers, we have kept a fresh collection of fiction and attractive classed books in the open rack in the fiction alcove, and have supplemented it from time to time by table collections on different subjects. One of these collections, marked "New ideas for housekeepers," which we used during the month of November, 1915, attracted the attention of many of the women readers. The books used were mostly on domestic economy and house decoration, with an occasional book on child study, hygiene or crocheting. During the month of the exhibit, circulation increased from 9 of the previous November to 28, and the Fine Arts jumped from 58 to 112. Not all the special collections we have tried have shown such marked results, but it is probably due to them that our classed circulation has increased during the past year from 34% to 38%.

Story-hours for the children have not been attempted, but we have had three entertainments for them, which were quite successful. They consisted mostly of stories by members of the Story-tellers League, and a few piano selections by the children. A feature that the children enjoyed at the Christmas entertainment was the singing of the familiar carols by the audience after the program. Visits were made to the

schools to announce these little affairs and the occasion was taken to distribute library cards at the same time.

A Boy Scout troop was organized but afterwards failed through the lack of a leader. The field secretary who took charge of the boys was unable to come regularly, and after several disappointments the troop disbanded. The reading shelf which was set aside for them, however, is still in use. Here are grouped the scout stories, and the books about subjects upon which a scout is supposed to be informed.

The reports of the auditorium and club room use for the past two years show 53 meetings in the auditorium with an attendance of 4,240, and 45 committee meetings in the club rooms with an attendance of 539. A series of ten entertainments was given through the two winter seasons by the women's clubs of the city with a fairly good attendance considering the stormy and disagreeable weather on several of the evenings. The greatest use of the auditorium has come from the West Side Civic League which used the room thirty-seven times for their semimonthly meetings. A representative of some department of the city government was invited to speak at most of the meetings and usually drew from eighty to a hundred men. A chance to meet these officials and ask questions about their work has done much to promote a better understanding of municipal problems.

SHELF INVOICE AND BOOK REPAIR

Shelf The 1915 inventory was started in April and finished in Department August. Typewritten lists were made of all books remaining uninvoiced and search for these was made from time to time until the end of August, 1916.

The results have been about the same as heretofore; that is, at the close of each invoice, between 1,200 and 1,500 volumes are found missing. The number is materially reduced after search, leaving us with the average loss of about 400 volumes per year. Owing to the loss by Flood of our records of previous inventories it is not possible to give any comparison or details other than the foregoing statement concerning annual losses.

In the present invoice the number of missing books in the Main adult collection was 1,280. This number has been reduced to 844, thus showing that the losses will likely be about normal. It is expected to reduce this number still further.

The difficulty in furnishing accurate figures earlier will be recognized when it is known in the present invoice 63 books were found that had been missing from four to six years.

The only feature of this inventory which seems to demand special comment in view of our past experiences is the large number (105 volumes) missing out of the class of useful arts. These were mostly practical books in electricity, machine shop practice and building trades.

A summary of the losses from the Main library and branches follows:

1,139

y or the losses from the r	mani norary	and Di
Main library—Adult	-	844
Main library—Juvenile		16 4
East Branch		59
West branch	,	67
North branch		5

Total



SPECIAL BOOK EXHIBITS—BOOK WEEK, 1915



CHILDREN'S BOOK EXHIBIT-BOOK WEEK, 1916

In conclusion it should be stated that the period of time in which these losses occurred is—Main library, two years, East and West Carnegie branches one and a half years, North branch, eight months.

Page service for shelf work for the whole library system in replacing books on shelves, cleaning, invoicing, shelf reading, etc., has involved

handling nearly three and a half million volumes.

Book Repair and The statistical showing of this department in most instances far exceeds the mark of last year, while in some it falls below. More new books came to us from the Order department for preparation.

The hektograph work has nearly trebled, owing to the fact that all duplication of cards for both juvenile and adult cataloging has been added to the duties of the Book Repair department. During the past year 26,252 hektograph copies were made.

The inspection of the books is less this year since this part of the work depends upon the circulation. The decrease in mending is also due to the same cause, as well as to the fact that many new books were added to the Library, hence less mending.

The new book collection of foreign books, being nearly all unbound necessitated much book binding. The purchase of many reference magazines for the Branches increased the number of serials bound far above last year's record.

For the past two years this department has had entire charge of distribution, discharge and statistics of the classroom libraries. 183 bookcases were sent to the district schools, containing over 6,000 volumes.

More books were cancelled in the School department because of the long wear and tear on many of them and the large circulation of the comparatively small collection, very few books having been added for a number of years.

Printed annotations for new books are also mounted in this department. 598,000 volumes, or the entire circulation, have been inspected for binding condition. The total number bindery, repair and miscellaneous items receiving attention from this department in the past two years was 844,018.

MUSEUM

The popularity of the Museum continues. Two notable collections of minerals have been added, one the gift of Mr. Edward G. Pease, the other the gift of Mr. Oscar F. Davisson.

Poor lighting and overcrowded floor space necessarily check further development for the present. Upon the death of Mr. Lyman Simonton, for fourteen years the faithful custodian of the Museum, Mr. Peter S. Eikenbary was appointed as successor.

FINANCIAL STATEMENT Year ending August 31, 1915

CITY FUND

Receipts

Balance on hand September 1, 191 Tax Duplicate of June, 1914 Tax Duplicate of December, 1914. Interest on fund in hands of Coun	• • • • • • • • • • • • • • • • • • • •	20352.99 22999.86	
Tota	l Receipts		\$ 50343.70
Exp	penditures		
Books and Periodicals\$1366 Binding	108.44 646.50 582.6	2 \$ 14321.35 . 1108.44 5 1229.15 1 20578.60 6 3158.44 . 38.28 4 3580.75 0 1697.19 3 3344.83 0 150.09 . 13.55	

Total Expenditures..\$42881.98 \$7461.72

\$7461.72 Total Expenditures..\$ 50343.70

GENERAL AND SPECIAL FUNDS

	Bal. on hand	Receipts	Total ·	Expendi-	Bal. Aug.
	Sept. 1, 1914	for year	Receipts	tures	31, 1915
Loan Desk Receipts	\$1551.04	\$ 802.43	\$2353.47		\$2353.47
Br. Aud. Receipts		33.00	33.00	21.50	11.50
Miscellaneous		4.05	4.05		4.05
Main Library Building	.				
and Repair Fund	2385.30	123.03	2508.33		2508.33
Carnegie Book Fund	3974.53		3974.53	3874.92	99.61
Special Fund:					
German Book Fund	10.00		10.00		10.00
Juv. Picture Fund			22.00	17. 4 5	4.55
Medical Library Fund	21.15	50.00	71.15	20.00	51.15
Miscellaneous Book Fund	l	2.00	2.00		2.00
Children's Library Fund	390.60	•••••	390.60	390.60	•••••
Totals	\$8354.62	\$1014.51	\$9369.13	\$4324.47	\$5044.66



LIBRARY EXHIBIT OF CHILDREN'S BOOKS AT MEMORIAL HALL—BABY WEEK, 1916



FACTORY DEPOSIT STATIONS

FINANCIAL STATEMENT

Year ending August 31, 1916

CITY FUND

Receipts

Balance on hand September 1, 1915\$	
Oct. 7, 1915: Credit by clerical error in entering amount	
of Voucher No. 13233 in Library Ledger, (discovered	
in checking with County Treasurer on above date)	6.85
Tax duplicate of June, 1915 Taxes	24154.83
Tax duplicate of December, 1915 Taxes	24081.80
Interest on fund in hands of County Treasurer	

Total Receipts...... \$ 48688.41

Expenditures

	Main	Branches	Total
Books and Periodicals\$	8229.29	\$ 3366.28	\$ 11595.57
Binding	1103.40	712.48	1815.88
Fuel and Light	636.90	562.46	1199.36
Salaries	17770.58	3524.95	21295.53
Care Bldg. and Museum	2034.71	1200.00	3234.71
Museum	31.00		31.00
Betterment and Repairs	3872.02	781.44	4653.46
Furniture and Fixtures	625.65	260.94	886.59
Supplies:			
Lib'y Congress Cards	650.00		650.00
Printing	677.20	103.38	780.58
Stationery	975.18	163.10	1138.28
Janitor	312.69	258.31	571.00
Sundries:			
Auditorium		25.00	25.00
Freight and Hauling	112.20	73.50	185.70
Insurance	9.00		9.00
Labor	2.32	.25	2.57
Laundry	57.95	29.39	87.34
O. L. A. Expense	35.60	8.35	43.95
Petty Cash	240.00	45.00	285.00
Postage			
Telephone	59.49	90.00	149.49
Sundries	41.90	6.50	48.40
- Total\$	37477:08	\$ 11211.33	\$ 48688.41

Total Expenditures for Year..\$ 48,688.41

GENERAL AND SPECIAL FUNDS

	Bal. on hand		_Total	Expendi-	Bal. Aug.
General Fund:	Sept. 1, 1915	for year	Receipts	tures	31, 1916
Loan Desk Receipts	\$2353.47	\$ 949.63	\$3303.10	\$ 2891.37	\$ 411.73
Br. Aud. Receipts	11.50	31.00	42.50	25.50	17.00
Miscellaneous	4.05	65.20	69.25	27.65	41.60
Main Library Building	<u> </u>				
and Repair Fund		174.65	2682.98	2682.98	
Carnegie Book Fund	99.61		99.61	99.61	
Special Fund:					
German Book Fund	10.00		10.00		10.00
Juv. Picture Fund	4.55		4.55	4.55	
Medical Library Fund		100.00	151.15	85.78	65.37
Miscellaneous Book Fund			2.00		2.00
Totals	\$5044.66	\$1320.48	\$ 6365.14	\$5817.44	\$ 547.70

STATISTICAL SUMMARY, DAYTON PUBLIC LIBRARY-55th Annual Report CIRCULATION AND REFERENCE WORK. Year Ending August 31, 1915

Days open	305	305	305	156		į	Totals	త	Bo
m	ı	1	1			Ì	اچ[<u>ತ್</u> ತೆರ್ಹಹ್	ZAAZ Z
Hours per week	75	42	42	17				Circulation: Delinquent notices and visits Borrower transfers to Branches Borrower transfers from Branches. Book reserve notices	Book Repair, Bindin Books inspected Books sent to b Miscellaneous new book I
Volumes active	50547	6684	6372	898	6269	3942	74682	ices and visits fers to Branches fers from Branche	g, Miscell and repaindery
Agencies	Main	East	West	North	Class	Deposit stations		snches	aneous: ired. hektographing, shipping, n, etc.
Total registered borrowers	13972	2733	2676	876	no record	no record	20257	# · · · · · · · · · · · · · · · · · · ·	8 8
Volumes issued home use	146467	52333	54998	11834	38891	9002	313528	Aca 1830 165 57 705	
Recorded reading room use	47292	10353	808	no record	no record	no record	66727	Accessions: No. of volum No. of volum	Cataloging and Rehabilitation: No. of new volumes cata Rehabilitation of catalog Represented by cards in
Total home and reading room use	193759	62686	64080	11834	38891	9002	380255	ssions: No. of volumes at beginning of year No. of volumes at end of year	loging and Rehabilitation: No. of new volumes cataloged Rehabilitation of catalog records, volumes Represented by cards in public and official
Reference and assistance to readers	24082	3558	4106	73			31819	of year	oging and Rehabilitation: No. of new volumes cataloged
Auditorium and club room attendance		2607	3262				5869	58126 74682	10864 5528 102851

STATISTICAL SUMMARY, DAYTON PUBLIC LIBRARY—56th Annual Report CIRCULATION AND REFERENCE WORK, Year Ending August 31, 1916

Days open	Hours per week	Volumes active	Agencies	Total registered Borrowers	Volumes issued home use	Recorded reading room use	Total home and reading room use	Reference and assistance to readers	Auditorium and club room attendance
304	75	51598	Main	17626	108424	55061	164485	28394	
304	45	9526	East	3733	45242	14467	59709	3353	862***
*302	45	8606	West	4092	49355	10527	59882	4642	4777
150	15	2616	North	1258	22646		22646	131	
		6292	Class	1210	51793		51793		
		**5785	Deposit stations	117	7380		7380		
Totals		84915		28036	284840	81055	365895	36520	5639
Circul	Circulation:				Acces	Accessions and Invoice:	voice:		
HMI	Delinquent notices and visits Borrower transfers to Branches	ices and visits, ers to Branche				No. volumes	No. volumes at beginning of year	year Dec. 31, 1916)	74682 84915
20 02	Book reserve notices from Branches	ers from Bran	ches	:	74 604	No. volumes	volumes cancelled (worn out	No. volumes cancelled (worn out and lost as per invoice 1015) since Time 1012	per 9970

Accessions and Invoice:	2658 No. volumes at beginning of year	74 No. volumes cancelled (worn out and lost as per 694 invoice 1915) since June, 1913	Cata	Rehabilitation of catalog records, volumes Represented by cards in public and official files
Circulation:	Delinquent notices and visits		Books inspected and repaired. 277187 Books inspected and repaired. 2139 Books sent to bindery. 2139 Miscellaneous items: hektographing, shipping, 139956 new book preparation, etc. 139956	*Closed for boiler repair, 2 days. **Includes 1504 South Branch books. ***Closed for re-flooring.

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DAYTON PUBLIC LIBRARY and MUSEUM

57TH ANNUAL REPORT YEAR ENDING AUGUST 31, 1917



CENTRAL LIBRARY AND ADMINISTRATION BUILDING, COOPER PARK

9:00 a. m. to 9:00 p. m. BELL MAIN 2260

EAST CARNEGIE BRANCH
Fifth and Columbus Streets
1: 30 TO 9: 00 P. M.
BELL EAST 466

WEST CARNEGIE BRANCH
Fifth and Euclid Avenue
1:30 TO 9:00 P. M.
BELL MAIN 1007

NORTH BRANCH
Allen School, Alaska Street
TUESDAYS, THURSDAYS AND SATURDAYS, 3: 30 to 7: 30 p. m.

LIBRARY BOARD

S. W. Davies, President
J. C. Ely, Vice-President
Albert Kern, Secretary
W. J. Prinz
Roy G. Fitzgerald
J. P. Landis
CLEMENT R. GILMORE

Librarian Electra C. Doren

FINANCIAL STATEMENT Year ending August 31, 1917

LIBRARY FUND

Receip	to		
Ralance on hand Sentember 1 1916		None	
Balance on hand September 1, 1916 Tax duplicate of June, 1916, Taxes	¢22 /01 21	Hone	
Tax duplicate of December, 1916, Taxes	920,431.21 oc 99 507 70	\$ 16 QQR Q1	
		φ40,000.01	
Interest on fund in hands of Coun		400.00	
Treasurer		422.03	
TOTAL RECEIPTS			\$47,420.94
Expenditures	Main	Branches	Total
Books and Periodicals	\$ 6.737.00	\$2,031.57	\$ 8,768.57
Binding	908.27	319.77	1,228.04
Fuel and Light		783.46	1,925.36
Salaries	20,270,58	4,212.38	24,482.96
Care of Bldg. and Museum	2.212.13	1,271.72	3.483.85
Museum		-,	187.70
Betterment and Repairs		190.85	2,879.78
Furniture and Fixtures		470.03	1,557.91
Supplies:	2,001.00	2.0.00	2,000102
Printed supplies	532.09	80.31	612.40
Stationery supplies, etc.		69.68	638.14
Janitor supplies		86.04	616.16
Sundries:	000.11	00.01	010110
Auditorium		40.00	40.00
Freight and Hauling		65.50	170.77
Labor			16.11
Laundry		28.81	94.77
Library Association expense		20.01	68.45
Petty Cash	311.93	50.00	361.93
Postage		30.00	27.00
Telephone		90.00	199.75
Sundries		11.00	61.29
TOTAL	\$37,619.82	\$9,801.12	\$47,420.94
Total Receipts for year		.\$47,420.94	,
Total Receipts for year		47,420.94	No Balance
GENERAL AND SP			
GENERAL FUND: Balance on hand I	Receipts Tota	d Exper	di- Balance
GENERAL FUND: Balance on hand from Sept. 1, '16 from Desk Receipts\$411.73 \$1,0	054.00 \$1.46	5.73 \$ 787	ndi- Balance es Aug. 31, '17 07 \$678.66
Branch Auditorium 17.00	1.00	3.00 1.	00 17.00
		3.05 56.	
Main Library Building			20.10
	479.15 479	9.15 421,	33 57.82
	575.60 2,04		
·	210.00 2,04).55 1,200.	00 779.95
SPECIAL FUND:			
		0.00	
		6.37 40.	
		2.00	2.00
		7.37 40.	30 37.07
GRAND TOTAL\$547.70 \$1,5	575.60 \$2.123	30 \$1 306	30 \$817.00
		. ,	70 4011.00
EMPLOYEES' PEN		1)	
Receipt	s		
Bequest of W. J. Conklin, for establish	ment of Day	ton Public	
Library Employees' Pension Fund			\$2,000.00
Dividend on above, October, 1916, to Ap	oril, 1917		40.00
Total Receipts			\$2 040.00
No Expenditures			

		STATIST	ICAL 8	STATISTICAL SUMMARY—Circulation and Reference Work	Y—Circ	ulation and ST 31, 1917	Reference	e Work		
Volumos Virtos	Agencies	Total Registered Borrowers	Increase Over 1916	Volumes Issued Home Use	Increase Over 1916	Recorded Reading Room Use	Total Home and Reading Room Use	Reference and 'Assistance to Readers	Increase Over 1916	Auditorium and Club Room Use
Stols	MAIN	19824	2198		33551	53730	195705	35001	6607	
48.52	EAST	3639		633-44	18102	11657	75001	9570	6217	2768
9103	WEST	3167		5.4901	5546	10676	(5577	4467		1952
3870	* NORTH	1506	2.48	17090			17090		•	
N III	Class Room	1388	178	52.469	676		52.169		!	
5002	2 Sub Branches and Stations	376	259	17395	10015		17395	·		
Totals for 1917	1917	29900		347174		76063	423237	49038		4720
Increase over 1916	over 1916		2883		67890				12824	
Average Daily)aily			11.12		250	1385	161		
. Tuder	Under direction of the Circulation Department of the Main Library	Circulation]	Departmen	t of the Main	Library.	!	: 	 - - -		
	Percentage	s of total inc	rease in Li	Percentages of total increase in Library service show increase through the various agencies as follows:	show ineve	ase through t	he various a	gencies as fo	llows:	
		Main East West	Main Library East Carnegi West Carnegi	Main Library and Stations East Carnegie Branch West Carnegie Branch		Circulation 65.2% 26.6 8.2	Kererence 51.5% 48.5			
(Tirent)	Virentation: Delinquent notices a	s and visits		2,634		1001	100 ';			
	Borrower transfers t Borrower transfers f Book reserve notices	rs to Branches rs from Branches ces	ches	5.376		No. volumes at beginning of year Now, volumes at end of year	beginning end of year	of year		84,915 93,418
Bank B B N	Hook Repair, Binding, Misc Books inspected and re Books sent to Bindery Miscellaneous items, he book preparation		iscellancous: repaired ry hektographing, shipping, new	343,333 2,442 ing, new 112,646	Cata	Cataloging and Rehabilitation: No. of new volumes cataloged Rehabilitation of catalog records, vols. Represented by cards in public and off	abilitation: of catalog recards in pr	loging and Rehabilitation: No. of new volumes cataloged Rehabilitation of catalog records, vols. Represented by cards in public and official files		10,476 2,986 68,933

Let us not forget the genial miraculous force we have known to proceed from a book .- Emerson.



Main Library Delivery Room

BOOK SERVICE-1916-17

Main Library and Branches Per Capita Cost 28.1 Cents

Readers registered at the Public Library	29,900	volumes
Books in the Library	123,327	46
Home and Library use of South	1,040	77
Total increase of nome use of second	67,890	ш
25%, being 25%, being 25%, metal increase of reference use over previous year, 35%,	12.824	questions
being	4,720	
Attendance, and Attendance of the Attendance of	c. 1916-	17

SPECIAL LIBRARY EXTENSION SERVICE, 1916-17

TELEPHONE: Library Service for the reading public by telephone, was opened from all desks in Circulation and Reference departments,

May 1, 1917.

MAIN LIBRARY: Better reading-room facilities and increased book. capacity of 15,000 volumes have been secured through re-arrangement of Basement, Stack and Delivery rooms.

SUB-STATIONS OPENED: Bomberger Park, 1,000 vols.; Holy Rosary,

600 vols. LIBRARY WAR WORK:

Wilbur Wright Aviation Field—Sub-station, 1,000 volumes installed; also full library privileges at Main building and Carnegie Branches, extended to officers and students.

Camp Sherman, Chillicothe—Loan of 550 volumes for Y. M. C. A. Soldiers' library.

Fairgrounds.—Denosit station, 250 volumes.

Fairgrounds-Deposit station, 250 volumes. War Hospitals Library Service organized for Dayton Branch National League for Woman's Service.

Library War Service Fund of American Library Association—Rais-

ing of Dayton's quota of \$8,000.

Publicity-Red Cross, Liberty Loan, Food Conservation, use of club rooms, etc.

DAYTON PUBLIC LIBRARY AND MUSEUM

Z 58TH AND 59TH ANNUAL REPORTS

733 CUMULATED FOR THE PERIOD

128/ SEPTEMBER 1, 1917—AUGUST 31, 1919

A 2



CENTRAL LIBRARY AND ADMINISTRATION BUILDING, COOPER PARK

Open Weekdays 9:00 A. M. to 9:00 P. M. Open Sundays 2:00 P. M. to 9:00 P. M. BELL MAIN 2260

MUSEUM

Daily, except Mondays 1: 00 to 5: 00 P. M. Sundays 2: 00 to 5: 00 P. M.

CARNEGIE BRANCHES

East Carnegie Branch, Fifth and Columbus Streets,
BELL E466
West Carnegie Branch, Fifth and Euclid Ave.,
BELL M1007

12 M. to 8: 30 P. M.

SCHOOL BRANCHES

Allen	Mondays	and	Wednesdays	3:30-5:30.	Fridays	3:30-8:30
Cleveland	44	44	10	12:30-5:30.		2:30-8:30
Whittier	**	66	26	3:30-5:30.		
Brown	Tuesdays	and	Thursdays	1: 30-5: 30.		3:30-8:30
Jefferson	"	44	46	1:30-5:30		1:30-8:30

COMMUNITY HOUSES-DEPOSIT STATIONS

Barney Community
Hungarian
Linden (Colored)
Wilbur Wright Field,

Valley and Chapel Road
Third and Summit Streets
Pease Street
Fairfield, Ohio

CLASS ROOM LIBRARIES in 26 School Buildings.

FINANCIAL STATEMENT

BIENNIAL REPORT, SEPTEMBER 1, 1917, TO AUGUST 31, 1919

Receipts

Receipts					
Bal. on han					
Sept. 1, 1917	1917–1918	1918–1919	${f TOTAL}$		
From Tax Dupli-					
cate and Inter-					
est on Deposits	\$49,331.95	\$50, 354.33	\$ 99,686.28		
From other					
sources\$817.00	*2,349.23	*3,522.72	6,688.95		
TOTALS\$817.00	\$51,681.18	\$ 53,87 7.0 5	\$106, 375.23		
Total Receipts			\$1	106,375.23	
	nditures—Ma			•	
Expe					
	1917–1918	1918–1919	TOTAL		
Books and Periodicals	\$ 8,758.37	\$ 9,468.75	\$ 18,227.12		
Binding	1,308.72	1,213.56	2,522.28		
Fuel and Light	1.787.93	2,012.11	3,800.04		
Salaries	26,499,66	30,885,98	3,800.04 57,385.64 7,367.85		
Building & Museum Ca	re 3 648 38	3 719 47	7.367.85		
Museum	1 05		26.70		
Betterment and Repair		1 755 45	4,783.34		
	S 3,041.09	1,755.45 771.59	4,100.04		
Furniture and Fixture	S 871.07	771.59	1,643.26		
Supplies					
Library of Congre	ss 800.00	974.84	1,774.84		
Printed	ess 800.00 808.72	185.75	994.47		
	1 000,12	364.03	1,369.59		
Stationery				•	
Janitor	544.67	192.24	736.91		
Sundries				•	
Auditorium	36.00		36.00		
Freight and Haulin		290.43	486.14		
	ng 199.71				
Insurance		411.84	411.84		
Labor		122.08	122.08		
Laundry	110.99	78.32	189.31		
Petty Cash	439.73	390.57	830.30		
Telephone	290.37	3 09.7 3	600.10		
LaundryPetty CashTelephone Sundries	167.40	207.14	374.54		
TOTALS	\$50,303.02	\$53,379.33	\$103,682.35		
Total Expenditures	· · · · · · · · · · · · · · · · · · ·		\$	103,682. 35	
_			_		
			\$	2,692.88	
	1917-1918	1918-1919	•	_,	
*Amount transferred t		2020 2020			
Building and Repai					
Fund	• 1 900 00	e 961.49			
runa	1,000.00	φ 501.46			
Matal				0 161 40	
Total	••••••	••••••	•••••	2,161.48	
Mat balance A		Λ.	_	E91 40	
Net balance, A	ugust 31, 191	y	\$	531.40	
EMPLOYEES' PENSION FUND					
(Bequest of W. J. Conklin)					
	ipts—(Divide	end and Inter	·est)		
Bal. on hand					
Sept. 1, 1917	1917–18	1918-	19	Total	
\$2,040.00		***	^	40.010.05	
	\$81.84	\$90. 5	3	\$2,212.37	
	\$81.84 No Erne		3	\$2,212.37	
	\$81.84 No Expe		3	\$2,212.37	

LIBRARY STAFF 1919

Librarian	.Electra C. Doren				
DEPARTMENT HEADS					
Accounts	Edith Hoborn				
Supplies	.Cora M. Ewell				
Bibliography and Book Order	Elizabeth B. Doren				
Catalog—Adult Books	Matilda M. Light				
Main Reference and Technology	Frederick H. Cook				
Branch Reference (School Branches and Stations)	Helen M. Ranson				
Circulation and Denosits	Mary E. Althoff				
Children's Work and Children's Catalog East Carnegie Branch	Maud L. Weller				
East Carnegie Branch	Helen M. Tattershall				
West Carnegie Branch	Janet L. Hannaford				
West Carnegie Branch Brown Branch	Maude S. Miles				
Shelf and Invoice	Alice K. Neibel				
Bindery and Book Repair Building Care	Theresa C. Walter				
Building Care	Edward Y. Harvey				
Museum	Charles L. Sullivan				
FIRST ASSISTANTS					
Virginia Hollingsworth	Catalog Department				
Bertha Walter	Bindery Department				
,	• •				
SENIOR ASSISTANTS					
Carrie Bench	Catalog Department				
Alice SpitlerDoris Reed	Catalog Department				
Doris Reed	Catalog Department				
Erma Sexton	.Children's Department				
Edith McElfresh	.Order Department				
Reba Boomershine	East Carnegie Branch				
Margit Darson	. West Carnegie Branch				
JUNIOR ASSISTANTS					
Lucile Earhart					
Helen Pearson	Circulation Department				
Carl Ziegenbusch	Circulation Department				
Mildred E. Jeffrey	School Branch				
G. Lillian Horn					
Harriet Irwin	Reference Department				
Martha Ann Jones	Children's Department				
Lucy B. Dunham	Children's Department				
Carrie E. Toedte	East Carnegie Branch				
Nellie G. Mumma	. West Carnegie Branch				
Dorothy KalbfleischLouise M. Finkler	Catalog Department				
Anna Kuntz	Order Department				
Maria Runtz	Bindery Department				
Mary Postner	Dindery Department				
Edward C. Colby	Shelf and Soriols				
•					
SUBSTITUTES AND PAGES, 31 (Serve half-time only.)					
JANITORS					
John Stone	East Carnegie Branch				
William L. Winfield	West Carnegie Branch				
James H. Thomas					

BIENNIAL LIBRARY REPORT 1917-19



BROWN SCHOOL BRANCH LIBRARY-3500 Vols.

NEW FEATURES ADDED DURING BIENNIAL PERIOD

Sunday opening at the Main Library, 1918.

Increase of Library hours open at the Carnegie Libraries, 1918.

Opening of four school branches in widely separated localities as follows: Fairview (Brown), June, 1918; Edgemont (Whittier) and Ohmer Park (Cleveland), March, 1919; Dayton View (Jefferson), June, 1919.

Opening of three community house stations: Hungarian, Colored, Barney; re-opening Wilbur Wright Field, 1919.

Opening of Medical Library branch, June, 1919.

Order department organization and assembling of bibliographic resources for special stations reference library.

Children's Department: Class room libraries, 7,634 volumes, graded by school grade ages.

New department: Shelf work, invoice and page training. The volume of books handled *increases* with increase of reference and circulation; for biennial period over 1,400,000 volumes.

MOST URGENT NEEDS OF LIBRARY in order to meet the growing public demand for Library service are—

New Main building, Increased book fund. Adequate library staff.

LIBRARY BOARD

S. W. DAVIES, President ALBERT KERN, Secretary. ROY G. FITZGERALD J. P. LANDIS, Vice-President. W. J. PRINZ LEILA ADA THOMAS

BERNIS BRIEN

In November, 1919, Dr. J. P. Landis was elected President to succeed S. W. Davies, deceased. Mrs. Penelope Perrill was appointed by the Board of Education to fill the unexpired term.

Dayton Public Library and Museum

SIXTIETH ANNUAL REPORT

FOR THE FISCAL YEAR ENDING AUGUST 31, 1920. AND FOR THE HALF-YEAR ENDING FEBRUARY 28, 1921

CENTRAL LIBRARY, COOPER PARK

Open Weekdays 9:00 A. M. to 9:00 P. M. Open Sundays 2:00 P. M. to 9:00 P. M. BELL MAIN 2260

MUSEUM

Open daily, except Mondays, 1:00 to 5:00 P. M.
Open Sundays 2:00 to 5:00 P. M.

CARNEGIE BRANCH LIBRARIES

East Carnegie Branch, Fifth and Columbus Streets, 12:00 to 8:30 P. M. Bell East 466

West Carnegie Branch, Fifth and Euclid Ave., 12:00 to 8:30 P. M.
BELL MAIN 1007

SCHOOL BRANCH LIBRARIES

Allen	Mondays, Wednesdays and Fridays	3:30 to 8:30 P. M.
Brown	Mondays, Wednesdays and Thursdays	3:30 to 6:00 P. M.
2101111	Tuesdays and Fridays	3:30 to 8:30 P. M.
Cleveland	Mondays, Wednesdays and Thursdays	3:30 to 6:00 P. M.
	Tuesdays and Fridays	3:30 to 8:30 P. M.
Jefferson	Tuesdays and Fridays	1:30 to 6:00 P. M.
Whittier	Mondays	3:30 to 6:00 P. M.
	Thursdays	3:30 to 8:30 P. M.

MEDICAL LIBRARY

Fidelity Building, 10:00 A. M. to 12:00 M; 2:00 P. M. to 6:00 P. M.

CLASS ROOM LIBRARIES in 26 School Buildings

LIBRARY BOARD, 1920

J. P. Landis, President Albert Kern, Secretary W. J. Prinz, Treasurer Roy G. Fitzgerald, Vice-President Bernis Brien* Leila Ada Thomas

Mrs. Penelope S. Perrill

LIBRARIAN

Electra Collins Doren

^{*} Resigned. Succeeded by Alfred Swift Frank.

FINANCIAL STATEMENT

ANNUAL REPORT, SEPTEMBER 1, 1919 TO AUGUST 31, 1920

	Receipt	·s ·		
Bal. on hand Sept. 1, 1919	. 1	919-1920	Total	
From Tax Dupli- cate and Inter-		<u> </u>		•
est on DepositsFrom other		61,774.04		
sources\$531.40		* 2,490.11	3,021.51	÷
TOTALS\$531.40 Total Receipts		\$64,264.1 5		44.70 5.55
		_		.04,190.00
	pendit			•
	Main	Branches	Total	
Books and Periodicals\$ 3,9		\$ 2,684.92	\$ 6,683.95	
	555.44	162.98	718.42	
Fuel and Light	202.00	1,047.11	2,279.41 43,235.19	
**Salaries	380.88	9,849.31	43,235.19	
**Care of Buildings 2,6	931.13	1,958.56	4,589.69	
	975.53		975.53	
	186.76		521.8 3	
Furniture and Fixtures	165.13	6 4.64	229.77	
Supplies:				
Library of Congress			•	
Cards	500.00	Included wit Main	h 500.00	
Printed	977.34	" " "	977.34	
	188.59		1,188.59	
	374.75		374 .75	
Sundries:		•		
Auditorium		5.50	5. 50	
Freight and Hauling	118.69	30.89	149.58	
Labor	95 98	21.00	116.98	
Laundry	95.98 45.52	20.85	66.87	
Petty Cash	286.85	40.00	426.85	•
Telephone	079 40	128.96	402.86	
TelephoneSundries	386.85 273.40 231.26	4.25		
TOTALS\$47,	323.58	\$16,354.04	\$63,677.62	
Total Expenditures				\$63, 677.62
				\$ 1,117 .93
** (Deficit—Salaries \$7,153.05	, oraei	s and bills	ouisiana-	
ing \$4,634.50.) *Amount transferred to Build	ling an	d Repair Fu	ınd	787. 00
Net Balance, August 31, 19	920			\$ 330.93
EMPLOYEE	ES' PE		N D	
Receipts—(D		•		

Sept. 1, 1919 \$2,212.37

1919-1920 **\$92.6**0

Total \$2,304.97

No Expenditures

LIBRARY STAFF, 1920

Librarian	Electra Collins Doren	
DEPARTMENT HEADS		
Accounts	Edith Hoborn	
Supplies Bibliography and Book Order	Cora M. Ewell	
Ribliography and Rook Order	Elizabeth B Doren	
Catalog—Adult Books	Matilda M Light*	
Main Paterones and Technology	Frederick U Cook	
Main Reference and Technology Branch Reference (School Branches and Station	N Wolon M Dongon	
Cimulation and Denocite	Mourt T Althor	
Circulation and Deposits Children's Work and Children's Catalog East Carnegie Branch Library	Moud I Weller	
East Conversion Part Library	Maud L. Weller	
West Carnegie Branch Library	Indien M. Tattershall	
Process Carnegie Branch Library	Janet L. Hannaiord	
Brown Branch Library	Maude S. Miles	
Shelf and Invoice	Alice K. Neibel	
Bindery and Book RepairBuilding Care	Theresa C. Walter	
Building Care	Ldward Y. Harvey	
Museum *Resigned April, 1920; succeeded by Virginia	Charles L. Sullivan	
*Resigned April, 1920; succeeded by Virginia	Hollingsworth.	
FIRST ASSISTANTS		
Carrie Bench	Catalog Department	
Bertha Walter	Bindery Department	
•	· -	
SENIOR ASSISTANTS		
Alice Spitler	Catalog Department	
Erma Sayton	Children's Denartment	
Mrs. J. Eckert Hendricks	Order Department	
Mrs. J. Eckert Hendricks Reba Boomershine	East Carnegie Branch	
Margit Larson	West Carnegie Branch	
	_	
JUNIOR ASSISTANTS		
Lucile Earhart	Circulation Department	
Helen Pearson	Circulation Department	
Mildred E. Jeffrey		
G. Lillian Horn	School Branch	
Harriet Irwin	Reference Department	
Martha Ann JonesLucy B. Dunham	Children's Department	
Lucy B. Dunham	Children's Department	
Carrie E. Toedte	East Carnegie Branch	
Nallie G. Mumma	West Carnegie Branch	
Dorothy Kalbfleisch	Catalog Department	
Louise M. Finkler	Order Department	
Dorothy Kalbfleisch Louise M. Finkler Katherine B. Saunders	Order Department	
Anna Kuntz	Bindery Department	
Anna Kuntz **Mary Postner	Bindery Department	
Emma M Zwiegler	Bindery Department	
Emma M. Zwiesler	Rindery Department	
Edward C. Colby	Shelf and Serials	
**Deceased	und Dellais	
SUBSTITUTES AND PAGES, 3	1	
(Serve half-time only.)	1	
JANITORS		
	Foot Commands Day 1	
Cyrus N. Ricker William L. Winfield	Last Carnegie Branch	
William L. Winneld	.west Carnegie Branch	
Milton White	.Maın Library	

FINANCIAL STATEMENT

HALF-YEAR, SEPTEMBER 1, 1920 TO FEBRUARY 28, 1921

1000	MUSAGE !	Receipts			
Sept	on hand 1, 1920	192	20-1921	Total	
From Tax Dupli-	1000				
cate and Inter-		160	20222	207 101 00	
est on Deposits		\$9	5,421.83	\$95,421.83	
From other			- 015 00-	1,576.53	
sources	\$330.93	_	1,245.60		
TOTALS Total Receip	\$330.93 ots	\$	96,667.43	\$96,998.36	\$96,998.36
10001 21000-		Expenditu	res		
		Main	Branches	Total	
Books and Periodica	ıla e		\$ 1,115.08	\$ 3,065.88	
Books and Periodica	undrice)	1,000.00	φ 1,110.00	4 0,000	
Foreign Per. (See S	unuries)	542.37	377.62	919.99	
Binding		725.61	176.45	902.06	
Fuel and Light	***************************************	120.01	210110		
Salaries:		1 907 91	1,565.77	6,463.08	
Deferred		0.400 50	6,428.51	26,927.04	
SeptFeb		0,498.00	0,420.01	20,021102	
Care of Buildings:			255 00	574.99	
Deferred		299.99	275.00	10.000.00000000000000000000000000000000	
SeptFeb		1,573.32	1,200.00	2,773.32	
Museum:					
Salaries-				441.00	
Deferred		114.98			
SeptFeb		489.96	***********		
Miscellaneous		10.06	***********		
Betterment and Re	epairs	1,467.49	477.5		
Furniture and Fixt	ures	247.94	19.5	0 267.44	1
- Supplies:			A Maria		
Printed Suppli	es	554.35	Included v		
Stationery Su	pplies	366.59	Mair		
Janitor Suppli	es	236.75		" 236.7	D
Sundries:					
Freight and I	Tauling	22.62	18.0		
Labor		55.50		55.	
Laundry		35.53			
Petty Cash		115.00			
Telephone		139.44			NOSI
Sundries		119.00		400	
Foreign Perio	dicals	100.00		100.	00
		DI PPh me	011 001	0 010 000	79
TOTALS		34,559.20	\$11,804.	35 \$40,300,	\$46,363.73
Total Exp	enditures	***********			ф.то,ооо. 10
	,				\$50,634.63
*Amount transfer	and to Pui	lding and	Repair Fr	and	212.50
*Amount transfer	red to but	THING WITH	-		000 400 49
Net Balance, Feb	ruary 28,	1921			\$50,422.13
Tree Datement Too		TERO D	ENSION F	TIND	
	EMPLO	I EES I	ENSION I	in	

EMPLOYEES' PENSION FUND (Bequest of W. J. Conklin)

Receipts—(Dividend and Interest)

Bal. on hand Sept. 1, 1920 \$2,304.97

1920-1921 \$40.00 No Expenditures Total \$2,344.97 The Dayton Public Library and Museum

Sixty-First and Sixty-Second Annual Reports

Being for the years ending August 31, 1921 and 1922

With Appendix





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BOARD OF TRUSTEES, PUBLIC LIBRARY AND MUSEUM, 1922.



Hon. Roy G. Fitzgerald



J. G. C. Schenck



William J. Prinz



Leila Ada Thomas



J. P. Landis, Ph. D. President



Alfred Swift Frank Secretary and Treasurer

The Dayton Public Library and Museum

Sixty-First and Sixty-Second Annual Reports

> Being for the years ending August 31, 1921 and 1922

> > With Appendix



The Otterbein Press, Dayton, Ohio

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Library Staff, 1922	4
Report of the Library Board to the Board of Education	7
Report of the Librarian	9
Report of the Museum CommitteeFinancial Statement, 1920-21	20
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Total Expenditures in Relation to Service, 1920-21	39 10
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DAYTON PUBLIC LIBRARY DIRECTORY

MAIN LIBRARY, COOPER PARK

Open Week days 9:00 A. M. to 9:00 P. M. Open Sundays 2:00 P. M. to 9:00 P. M. Bell Main 2260

CARNEGIE BRANCH LIBRARIES

East Carnegie Branch Library, Fifth and Columbus Streets, 12:00 to 8:30 P. M. Bell East 466

West Carnegie Branch Library, Fifth and Euclid Avenue, 12:00 to 8:30 P. M. Bell Main 1007

SCHOOL BRANCH LIBRARIES

Allen-Alaska Street	Mondays, Wednesdays and Fridays	3:30 to 8:30 P. M.
	Tuesdays and Thursdays	3:30 to 6:00 P. M.
Brown-Parkwood	Mondays, Wednesdays and Thursdays	3:30 to 6:00 P. M.
Drive	Tuesdays and Fridays	3:30 to 8:30 P. M.
Cleveland—Pursell	Mondays, Wednesdays and Thursdays	3:30 to 6:00 P. M.
Ave.	Tuesdays and Fridays	3:30 to 8:30 P. M.
Jefferson—Euclid	Tuesdays, Wednesdays and Fridays	1:30 to 6:00 P. M.
Ave.		
Whittier-Miami	Mondays	3:30 to 6:00 P. M.
Chapel Road	Thursdays	3:30 to 8:30 P. M.
Emerson—Burns Ave	3:30 to 6:30 P. M.	

MEDICAL LIBRARY

Fidelity Building, 10:00 A. M. to 12:00 M.; 2:00 P. M. to 6:00 P. M. Dr. H. S. Jewett, Librarian
Bell Main 241

MUSEUM

Steely Building, Second Floor
Open daily except Wednesday afternoon
9:00 A. M. to 12:00 M.; 1:00 P. M. to 5:00 P. M.
Sundays, 2:00 P. M. to 5:00 P. M.
Bell Main 3916

LIBRARY BOARD, 1922

J. P. LANDIS,	President
ALBERT KERN,	Vice-President
ALFRED SWIFT FRANK,	Secretary-Treasurer
LEILA ADA THOMAS	W. J. PRINZ
ROY G. FITZGERALD	J. G. C. SCHENCK

LIBRARIAN

ELECTRA COLLINS DOREN

LIBRARY COMMITTEES, 1922

Finance: Messrs. Prinz, Kern and Schenck. Books, Binding and Periodicals: Mr. Frank, Miss Thomas and Dr. Landis. School and Branch Libraries: Mr. Prinz, Miss Thomas and Mr. Schenck. Repairs and Supplies: Messrs. Kern, Prinz and Frank. Museum: Miss Thomas, Messrs. Kern and Prinz. Law and I egislation:

Messrs. Frank, Kern and Fitzgerald.

LIBRARY STAFF, 1922

Librarian	Electra Collins Doren			
Department Heads				
Accounts and Statistics	Edith Hoborn			
Supplies				
Book Selection and Order	Elizabeth B. Doren			
Catalog: Books for Adults	Virginia Hollingsworth			
Reference (General) and Technology	Frederick H. Cook			
Reference School Branch and Main Library				
Circulation and Deposits	Mary E. Althoff			
Children's Work and Children's Catalog				
East Carnegie Branch Library	Helen M. Tattershall			
West Carnegie Branch Library and School				
Branch Libraries Supervisor	Janet L. Hannaford			
Shelf				
Bindery and Book Repair	Theresa C. Walter			
First Assistants				
Carrie Bench	Catalog Department			
Reba BoomershineEast	Carnegie Branch Library			
Margit LarsonWest				
Martha Ann Jones				
Harriet Irwin				
Mrs. Grace G. Keator Reference Department—				
Lucile Earhart				
Bertha Walter	Bindery Department			
Senior Assistants				
Maude S. Miles	Brown Branch Library			
Helen Pearson	Circulation Department			
Alice Spitler	Catalog Department			
Carrie E. Toedte East	Carnegie Branch Library			
G. Lillian HornAll				
Mrs. Nellie G. MummaWest	Carnegie Branch Library			
Anna Kuntz	Bindery Department			
Mildred E. Jeffrey Clevelar	nd School Branch Library			
·				

Clerical and Junior Assistants

Mildred Adams	School Branch Library
Mary M. Wildasin	Office
Edith K. Stork	Office
Katherine B. Saunders	Order Department
Frances Schantz	
	Reference Department, Main and School Branch
Catharine Suber	
	Catalog Department
Mildred Michael	Order Department
	Children's Department
Clara Wiedmann	
	Order Department
	Bindery Department
Emma M. Zwiesler	Bindery Department
	Bindery Department
Annie Cavender	Bindery Department
Mrs. Irena B. Mitchell	Bindery Department
Leona Dunkel	Bindery Department
Frederick Kabel	Circulation Department
Edward C. Colby	
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·	•
	Medical Library
	-
Dr. H. S. Jewett	Montgomery County Medical Society
	Museum
Charles L. Sullivan	Curator
	Janitor
3	•
	Building Care
Edward Y. Harvey	Building Care
	Janitors
C N D' 1	
Cyrus N. Kicker	East Carnegie Branch Library
William L. Winfield	West Carnegie Branch Library
James Thomas	
Ioseph Greger	Main Library Night-watchman



BOARD OF TRUSTEES, PUBLIC LIBRARY AND MUSEUM, 1913
Reading from left to right—Mr. Sigmund Metaler, Mr. S. W. Davies, Dr. J. P.
Landis, Dr. W. J. Conklin, Mr. J. C. Ely, Mr. Albert Kern.

REPORT OF THE LIBRARY BOARD

To the Board of Education

Gentlemen:

Mind is superior to matter. Wealth, industries and enterprise are of great importance to a community, but intelligence, culture and morality are assets of supreme value. One of the chief glories of any city or state is the intelligence of its citizens. A most potent instrument in the promotion of knowledge, intelligence, culture, is books. They are the thesauri of the intellectual achievements of all the ages. Access to books is hence almost an absolute sine qua non of education. Libraries have become a necessity in our systems of education. From the early grades on through the university and professional courses students are daily sent to the libraries for investigation. The schools of Dayton would be a reproach but for the well organized and wisely conducted department of our admirable school system represented by the Dayton Public Library.

The professional men are constantly availing themselves of its fine facilities and the general citizenry is increasingly drawing upon its resources for knowledge and entertainment, which is surely greatly contributing to intellectual stimulus and improvement. What has it meant to Dayton to have taken into her homes and read in the past nine years 3,102,243 volumes, and to have consulted and partially read 704,848 volumes in the reading rooms and to have had answered 431,314 research questions addressed to the library staff?

Dayton may well be proud of her library and museum, the latter being a very valuable adjunct of the former. The Board of Trustees speaks advisedly, in saying few, if any, libraries in our country are more efficiently conducted than ours under the intelligent, up-to-date, persistent labors of our indefatigable librarian, Miss Electra C. Doren, loyally supported by her industrious and well qualified staff of assistants.

The past has been very creditable; the future is promising, if we shall still have the intelligent interest and support of the city. We must go forward. We are greatly cramped for space. Expansion in material equipment is absolutely essential. Surely, not only the library clientele but the citizens in general will sustain the efforts of the management of this department of the developing life of our beautiful and famous city.

J. P. Landis, President



Main Library, Cooper Park Librarian's Office Miss Edith Hoborn, Hend of Accounts and Statistics Miss Cora M. Ewell. Head of Supply Department

To the Trustees of the Dayton Public Library and Museum:

Ladies and Gentlemen:

As Librarian, I have the honor to submit herewith the sixty-first and sixty-second annual reports of the Library for the fiscal years ending August 31, 1921 and 1922; together with a review of library activities for the nine-year period, September 1, 1913, to August 31, 1922. For purposes of comparison and convenient reference, there is also added historical and statistical supplementary matter as follows:

Statistical summary of Dayton Public Library service and receipts and expenditures, 1914-1922.

Library milestones: a chronological summary of Dayton library history, 1805-1922.

Notable gifts, 1904-1922.

Members of the Library and Museum Board, 1887-1922.

*Laws under which the Library and the Museum now operate.

The compilation of the above mentioned items has been rendered necessary for two reasons: the first being that for the period 1917-1920 the publication of only the briefest annual statistics could be afforded; the second, that all annual reports previous to 1917 either were destroyed in the Flood of 1913, or are now wholly out of print. The Minutes of the Library Board were also lost in the Flood.

The period covered by our report has been an era of the Library's most diversified activities; of its greatest financial stress and most signal deliverance, as well as the period of its largest and most rapid growth. With the record of the achievements of the Library and of the attendant conditions, as a background, it is the purpose of this report to point out the definite means whereby the scope of library service in Dayton should properly be extended and the influence of the Library upon the community be deepened and broadened.

This has also been a period marked by unusual changes in the personnel of the governing body of the Library. Of the Board of 1913, Dr. J. P. Landis, our President, happily is still with us, and also Mr. Albert Kern, long its Secretary and now its Vice-President. Mr. Lee Warren James and Mr. Bernis Brien, both active and interested workers in behalf of the Library, upon their change of

^{*}To be published separately with revised edition of the By-Laws of the Library Board.

residence beyond the city limits became ineligible to membership. Mr. J. C. Ely, Mr. Sigmund Metzler and Mrs. Penelope Perrill, each rendering distinctive service, retired at the expiration of their terms of appointment. Mr. Ely had served twenty years and was closely associated with Dr. Conklin and Mr. Davies in shaping policies and forwarding the Library during its developing stages. Four members have answered the last summons: Jacob Linxweiler, in 1916, a few months after his appointment; *William Judkins Conklin, in October of the same year after a splendidly active trusteeship of 36 years; Samuel Watts Davies, 1919, after 24 years of notable service, and Clement Rossman Gilmore, 1919, after three years.

With the passing of those whose labors were so essential in the formative period of library development, it is not out of place to glance at the beginnings which under their nurturing care, have grown to the splendid legacy of library privilege that the present generation now enjoys. Thus we may go back to the time when this Library was but a handful of books, 7500 volumes in all, including many duplicates of unused government documents. 1876, it was moved into the Main Street end of the Market House, then newly opened. The room was fitted with heavily moulded black walnut book-cases arranged in alcoves with a gallery on three sides and the librarian's desk in the center. At the rear was a small room for the local daily papers and a very large reading There were three sets of encyclopedias, some dictionaries and a few art books in the alcove next the small reading room, as the nucleus of a reference collection. There was no catalog; and reference service as we understand that term today did not exist. But there was dignity in all of the appointments and the books, due to the fine literary taste of Robert W. Steele, exercised over a long period of years, formed a select and well balanced collection.

Preceding Dr. W. J. Conklin, Mr. A. D. Wilt was the chairman of the governing committee from the Board of Education and to his vision of the place of the free library in the community and his ambition to develop its resources, we owe the inception of its first catalog. This was in 1880. In June of that year, quite unconscious of the magnitude and unusualness of the undertaking the present Librarian then the Assistant Librarian began the making of an analytic dictionary card catalog. In anticipation of final publica-

^{*}As Chairman of the Library Committee of the Board of Education Dr. Conklin was chiefly instrumental in securing the present Main Library building and the law creating a separate Library Board. He was also responsible for establishing the Museum and the Medical library as departments of the Public Library. He labored for legislation to ensure a retirement fund for library employees, leaving a bequest of \$2,000 to be held in perpetual trust for this purpose.

tion, book purchase was stimulated by a special appropriation, so that when at last she read the final proof sheets of the published catalog in September, 1884, it represented approximately 20,000 volumes. The catalog once made, had to be kept up on cards and with printed supplements.

Four years later in January, 1888, the Library was moved to the present building in Cooper Park. At this point, with the prestige of a separate governing board and a building of its own, with the growth of school work and the rise of women's clubs, came the great opportunity for developing a new touch with the users of the library, through initiating reference service. And finally out of such associations came the inspiration for a new and still larger social service through the medium of school and branch libraries. This new impulse made it a joyful privilege to the Assistant Librarian to be a pioneer in laying the foundations for larger library service. The analytic dictionary catalog and the reference service already inaugurated by her were carried on as her own special work in the library from 1880 to 1896. In 1896, as Librarian, her first act was to establish the two-year Library class in which those who have since become heads of the Catalog, the Reference and the Circulation departments were trained. By this, and successive classes, the standardization of the service has been attained and the efficiency of a rapidly growing service ensured.

In local library extension, there was inaugurated the traveling library system for the grade schools in 1895-1896; and the school branch community libraries in 1903. The combined service of the latter, in the present fiscal year (1922) amounted to 114,421 volumes, being over 21 per cent of the entire issue of the library system for the annual period. By the fundamental re-organization of the Main Library during 1896-1898, in respect to classification, cataloging, departmentalizing of library work and complete re-arrangement of the building interior, a larger book service under fewer restrictions for home and library use was secured to the public. Complete access to the book shelves on the part of readers was one of the features creating an atmosphere of welcome and sense of personal possession in the library, which have been so prized by our patrons and are the subject of remark by visitors. The influence of these changes in improving the character of the reading was immediate and has been progressive over the years.

In February, 1905, upon the resignation of the present Librarian to become Director of the Western Reserve University Library School, Miss Linda M. Clatworthy was appointed to suc-





Main Library—Technology Department Mr. Frederick H. Cook, Head

ceed her, serving until July, 1913. This period was one of uninterrupted development of the existing library agencies and was signally marked in 1911 by the gift of \$50,000 from Andrew Carnegie for two branch libraries. These were the East and West branch libraries, opened in February, 1914.

In September, 1913, after an absence of eight years, the present librarian was called again to the librarianship to rebuild the book collection from the remnant left by the Flood of March 25. 1913, and to re-establish the personnel organization and a new chain of branch libraries. Today our Public Library is now not only fully restored in books and equipment, but its availability to the public through the greater number of hours open and better library facilities has been increased over 500 per cent. Meanwhile also, three library campaigns for funds have been successfully conducted. many valuable gifts have been attracted both to the Library and the Museum and a more liberal tax levy for library support has been ensured. Throughout change and circumstance, whatever their pressure, the aim has been to maintain the conditions for rendering a library service in spirit both personal and individual to each reader. The lines along which its growth has been directed have brought the Library to new and greater opportunity.

From this point on, the advance must again take on new character and larger scope. The recommendations which follow are an index of the program whose logical basis will be found in the appended reports and statistics. In comparison with the possibilities of service which our Library should render to the community, it is a modest program. In comparison with the Library's present resources, it is a program not possible to realize in any effective degree, unless building, equipment and personnel are provided on a far more adequate scale than at present.

We therefore briefly submit for your consideration the needs for which both funds and organization must be created. They are as follows:

New Main library building.

Library extension, city and county, by book wagon and school branch libraries.

Standardizing and enlarging library service to the schools.

Editorial and publicity department to further the use of books and enlarge the privileges of the special student.

More definite cooperation in promoting adult and self-education.

More extended preparation of library staff, to raise the quality and enlarge the scope of library service.

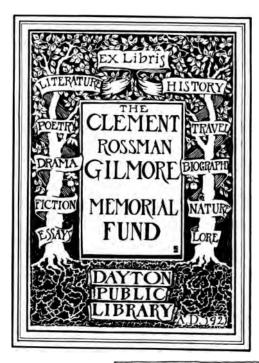
Retirement fund for library employees.

These are functions which other libraries are seeking to perform for their respective communities. The above enumeration is a serious effort to classify under recognized forms, the many demands which come to us daily with greater frequency and insistence, especially as the boundaries of our city are extended; as the pace of business and industrial life accelerates; and as schools increase and differentiate their functions. Urban and rural populations are blending more closely in aims and activities, thus giving rise to a two-fold demand upon our Public Library. Many calls for important research work come from other counties as well as from our own.

Outlines assembling details of organization, procedures and the financing of each of these projects are in course of preparation by the Librarian. Hence only the fundamental condition of proper building accommodation for the Main Library is here given space.

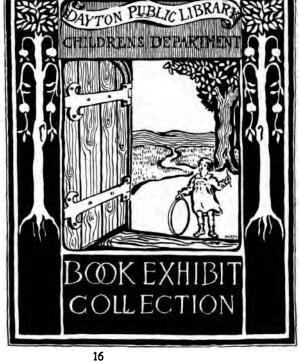
Main Library Public libraries throughout the country, are enter-Building ing upon a period of reconstruction and enlargement. Many are re-building for the same reasons that we find it necessary; namely, outgrown quarters and the new needs of a changing generation and the greater value now placed upon library service as a practical utility in modern life.

In annual reports and at Board meetings for some years past, attention has been called to the need of the Main Library in this respect and we have more than once prepared plans and submitted estimates. Finally, by the removal of the Museum to rented quarters, we have succeeded in securing 4500 square feet to remedy the disastrous over-crowding of reading rooms. Offices are temporarily relieved but workrooms remain too congested for effective handling of necessary routine and in the poorly lighted and ventilated basement quarters, the health and vitality of the workers are impaired. In two departments, artificial lighting is required all day and conditions make it impossible to correct poor ventilation. In the recent re-arrangement we have reached the limit of enlargement or even of re-adjustment within the area of the present library walls. If for any reason, the public schools could no longer accommodate our school branch libraries, 25,000 volumes, including 7000 volumes now in preparation would be thrown out of use and into storage, thus practically burying an investment in books and records of over \$50,000. This condition is also true of the Medical library, at present housed at the Fidelity Building in the rooms of the Montgomery County Medical Society. Even with full circulation in swing, which takes about one-third of the books



Book plate designed by Mrs. Harry Munger and presented by her to the Public Library.

Bookplate designed by Mrs. Harry Munger and presented by her to the Dayton Public Library.



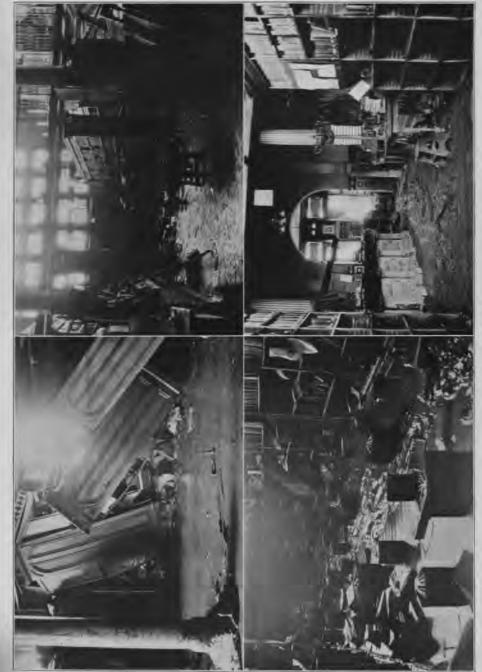
off the shelves, all of our libraries are over-crowded. A careful census of available shelving space at the Main library shows less than 8000 linear inches of unoccupied shelf room, which is scarcely enough for average book buying for the Main collections for ten months. Moreover, the cost of possible building sites in a central location, suitable for the Main library of a city such as Dayton and adequate for the administration plant of its growing system of library agencies, is soaring beyond reach.

The urgent need for the new Main Library building, although admitted by the Board has not yet been recognized by definite action. Some of the chief obstacles to its consideration however have been removed within the past year.

Under existing laws, it will be possible to secure proper maintenance for adequate library service for the city of Dayton, such as we have indicated. But the problem of securing funds for the erection of a suitable structure to house these activities and the normal library increase in books of the next twenty years, and also to provide for new demands and adaptations required by changing conditions, is one, the solution of which requires immediate and serious attention.

Upon the assumption that the Museum will be provided in time with a building of its own and that the City, as heretofore, will furnish the building site for the Library, the cost of erection and equipment of a suitable library building to satisfy even a comparatively modest library program for Dayton, can scarcely be secured for less than the cost of a modern high school building. Besides stockroom for half a million books and adequate reading and reference rooms, there must be permanent quarters for a training class, for city and county library extension offices, as well as for workrooms, shipping and storage facilities. There will also be necessary an auditorium, seminar rooms and provisions for the filing and storage of maps, charts, pictures, music records, photostat and photographic material, and for the manifold supporting activities, essential to the carrying-on of a modern public library system.

The present building was erected in 1888 when the library had scarcely one-fifth its present number of volumes and not a tenth of its clientele to be considered. The building itself however is a good one and was never in better repair than at present. It might readily be converted to museum uses, provided an equally large and favorable site in the same general location can be secured free of cost for the Main Library structure.



REVIEW—1913-1922

The series of crises through which the Library has been safely brought in this period and which may be said to have threatened its very existence, have had their origin in general conditions wholly outside of the Library itself. The causes were the Flood, the War and the aftermath of both of these catastrophes.

The Flood When as Librarian, we resumed the direction of the Library in September, 1913, its doors had been reopened for less than three months and that for day service only. To have accomplished even so much from March 25th of the Flood to the June following, had required heroic work upon the part of those in charge. But the full import of the devastation was yet to be realized and the resulting labors of rehabilitation were to be carried forward in a time of world stress with insufficient means both as to library workers and funds. The two Carnegie branch library buildings were not yet under roof; the four school branch libraries had been closed to replenish the depleted Main Library. The Main Library still showed traces of mud and the basement was yet too damp to use. There was no place to work and the regular staff of assistants numbered scarcely half of its average quota. Instead of 94,000 volumes of the pre-flood library there were less than 48.000 volumes available for an all but bookless community. Eighty per cent of the reference books, all of the children's books and those purchased for the new branch libraries had been destroyed in the Flood, together with a large proportion of the art and general circulating collections. Our re-building began with staff re-organization and book-buying, carrying along with it, as best we could the re-equipment and building repair, together with new branch library openings and the hourly demands of circulation and reference work for the general public.

The War Then came the World War, when every organization and institution was called upon to prove its right to exist. Almost instantly our Library rose to the challenge. Out of its still limited book resources it made long-time loans of over 7,000 volumes to various training camps in the State. And throughout the war period it supplied library workers and maintained supervision through Mr. Cook and Miss Althoff, of the Wilbur Wright and McCook Field Camp libraries.

With eight other competing local campaigns in the field to raise funds for securing comforts for the soldiers, our Library raised \$8,274 for the American Library Association Camp libraries besides organizing for the League of Women's Service the making of special booklets for hospital libraries.

Under the leadership of the American Library Association, which became one of the seven organizations comprising the United War Work agencies, the librarians of the country mobilized for service at home and abroad. In July, 1917, the Librarian was appointed to the War Service Committee of seven from the American Library Association, having in charge the financing and general direction of camp library service in this country and overseas. With this she continued until the Committee was discharged.

The Aftermath As was to have been expected, war conditions brought in their train more or less acute financial conditions. Books and library personnel had been drafted into training camps and sent overseas. Labor, book paper, print and bindings mounted in cost. The dollar shrunk to half and less; but the records show that library service to our community doubled and trebled. The demand for books was insistent: new books and more books, more quickly! The problem of how to "carry on" amid the accelerated activities of war time with the legacy of flood rehabilitation still upon our shoulders was succeeded by the problem of how, without funds, to carry on at all, in peace times. But we were not passive. Taking advantage of the emergency act of June, 1919 (Ohio Senate Bill No. 187), we secured the privilege of campaigning with the teachers for salary relief for one year for the library staff. Yet neither the increase of \$21,000 thus secured nor the drastic economies for the five-year period of mounting prices when the income was stationary, could stave off deficits and possible library closing. In May, 1920, hours at the branch libraries and Sunday hours at the Main Library were curtailed one-third. For a year, staff vacancies had not been filled. Thus one-third of our recently organized post-flood staff slipped away. The smaller the book fund, the more careful the selection and pricing; towels and soap disappeared as a part of library provision; office stationery was at a premium and printing annual reports a luxury not to be thought of.

LIBRARY SUPPORT

Relief could only come through securing a larger tax levy for the ensuing fiscal year of 1921; accordingly \$100,000 was certified through the Board of Education to the Budget Commission and subsequently a supplementary budget of \$21,000 to cover deficits of the current year, being chiefly for library staff salaries. This time there was no emergency relief act in sight and we were asking \$60,000 more with which to run the library, than our Budget Commission had ever before granted. The issue was squarely faced and stated. Without this amount, the Public Library must close for an indefinite period. Due notice was published. And we set forth to explain why the stigma of a closed Public Library should not be allowed to fall upon Dayton.

The City, the Schools and the County were also seeking large sums at this time to meet their respective obligations. For three months the decision hung in the balance. Finally, yielding to the logic of the situation and to the widely manifested interest of the public on behalf of the Library, as expressed through the pulpit, the press and by individual petitions, the Budget Commission saw its way to granting for the first time in five years an increased budget sufficient for the immediate needs of the Library.

LIBRARY GROWTH 1913-1922

Notwithstanding these vicissitudes, perhaps even because of them, the Library has grown apace. The book needs of our citizens became more apparent as the means for satisfying them from their own libraries vanished through the Flood. Thus was re-discovered, as many have told us, the value of the Public Library.

Although for the half-year following the Flood, the sole public library agency in Dayton was so small as to be accommodated on one floor of the Main Library building, its scope has rapidly increased to eleven agencies now open 468 hours each week as compared with 74 hours in 1913. The opening in February, 1914, of the two Carnegie Branch libraries was followed year after year by new school branch libraries in widely separated communities, the sixth having been opened March, 1922. These have established library relations in new centers of popu'ation without drawing patronage from the Main Library. Preparations are now in progress for opening branch libraries in three more school buildings. The removal of the Medical collection in 1919 to the Fidelity Building and of the Museum in 1921 to the Steely Building have afforded opportunity for extending reading and reference room privileges urgently needed at the Main Library.

By successive apprentice training classes and the appointment of five library school graduates and several college women in addition to heads of departments, trained in our own two-year



MAIN LIBRARY
(Upper) Order Department
Miss Elizabeth B. Doren, Head
(Lower) Catalog Department: Books for Adults
Miss Virginia Hollingsworth, Head

library course, the Library staff has become a well-rounded and efficient instrument of public service. In numbers it has been increased from 13 to an equivalent of 72 full-time persons; in organization, from four departments, including the Museum, to thirteen departments. To have accomplished this restoration of personnel under the prevailing post-war conditions has been indeed a very great task, for it has involved selection, training and supervision and much sifting from a list of nearly three hundred applicants for library positions.

The number of books has been increased from less than 48,000 volumes remaining after the Flood to 127,118 volumes active. The rehabilitation of catalog and official records and the current cataloging, except for a small collection of books released to the public on the temporary catalog slips of the Order department, is likewise virtually complete. Sunday opening and public telephone service for reference and circulation desks in all departments of the library system have been realized as one of the most important extensions of service in the past five years.

THE USE OF BOOKS AND PER CAPITA COST 1913-1922

In the fiscal year ending August, 1922, the per capita cost of library service, (exclusive of expenditures for Museum) was 69.7 cents being nearly one-third less than the per capita amount officially recognized as necessary for the support of good libraries by the Trustees Section of the American Library Association. The average per capita cost of library service for the nine years was only 41.3 cents and covered not only books and service but flood rehabilitation of the Main Library and of the public and official catalog records. For this outlay on the part of the taxpayers, over 3,102,243 volumes were issued for home reading. 704.848 volumes for reading room use and over 431,314 reference questions have been answered. Fifty and eight-tenths per cent of the home reading was by children, the total issue of fiction to both adults and children averaging 55.5 per cent. In the nine years, the population increase of the city was 35,000 or about 27 per cent, while the gain in library patronage in the same period has been 133 per cent.

But although there have been purchased during the past nine years over 90,000 volumes, including books now in preparation for the shelves and replacement of worn out stock, still the ratio between population increase and book increase shows that the per



Main Library—Main Floor Open Shelf
(Upper) Reference Desk: Miss Helen Mar Ranson, Head
(Lower) Delivery desk, Circulation Department
Miss Mary E. Althoff, Head

capita volume rate remains about stationary, being only .7 volume per person. This fact taken together with that of distances that must be traversed to secure a chance for the book that is wanted indicates two great needs of the library besides that of a new Main Library building; namely, funds to increase the book collection more rapidly and substantially and adequate means for placing books within easy reach of the homes of the city through branch libraries and book wagon service.

Estimating the proportionate influence of the Library in our community, there must be taken into account the insistent appeal of competing interests under the conditions of modern life, which naturally cut down time for reading. For example: the time that is consumed in traversing city distances under conditions of congested traffic; the time to make a living, to attend school, church and club, with all the train of their manifold activities, to say nothing of the appeal of the continuously operating movie theatres, of which there are nearly thirty in this city, each one open many more hours a week than are our libraries. Then there are in the same field the news stands with the cheaper periodicals and the circulating libraries with the more popular fiction. In spite of all this, however, our Library, as shown by its records, has succeeded in capturing the attention of a fair proportion of the population and within the fiscal year just past has issued over half a million volumes for home and library use; has answered over 82,000 reference questions through the Main and Branch libraries and shows a substantial increase in current circulation and reference work over last year.

CONCLUSION

These facts properly interpreted demonstrate that the citizens of Dayton need and require the services of the Public Library and that their dependence upon it links up with the more serious purposes of their lives.

But there are yet too many important demands upon the cultural resources of the Library as well as for information service that our Library is unable to meet for lack of books, of personnel and of reading and study-room facilities. Not to heed such appeals, not to search for the means to meet these needs, at this stage of the City's development, will be to set back effectually, perhaps even finally, the service of one of the most important of the now recognized educational and social agencies in any community, namely, the free library; and in that proportion to check the City's pros-

perity. We must therefore emphasize with the greatest seriousness the fundamental library necessities for which funds are needed as outlined on a preceding page.

The more liberal tax support of the past two years and the recent benefactions to the Library from those who have been in life-long touch with its practical workings are hopeful signs that it is emerging from the disastrous anonymity which too often is the fate of the tax-supported institution. The Children's book fund from the women of Dayton, raised through the efforts of Mrs. James A. Marlay; the bequest of the late Dr. W. J. Conklin; and the foundation of a memorial book fund by the family of the late Clement Rossman Gilmore are expressions of the dawning recognition of our Library as an object worthy not only of the general support of the citizens, but worthy of those special benefactions and that personal devotion to civic enrichment, so needful and effective in bringing an institution up to the measure of its fullest usefulness and power.

With the increasing wealth and importance of Dayton commercially, we may assuredly trust that the spirit of service which has brought our Library into the rank of the progressive libraries of the country, will more and more attract to it the interest and generous devotion of those citizens whose ample means do not make them directly dependent upon the resources of a free library, but whose vision is large and bright for the many whose need and desire for books would otherwise be unprovided. For reaching far into the life of the community, helpfully and continuously, scarcely any other institution is comparable with the public library whose resources are broadcast throughout the city and where service is given in a form and with a spirit at once personal and individual: an all-day service, everyday in the year to whomsoever will.

The scope of the library system of Dayton and its personnel are indicated in the list of the Library Staff for 1922 and by the group photographs which illustrate this report.

To those whose names are on the list of active Library Trustees, to the members of the Library Staff and to those whose names appear in the roster that follows this report, the Librarian would make acknowledgment and would here record her lasting appreciation of the inspiration afforded in the privilege of serving together with them our well-beloved City.

Respectfully submitted,
Electra Collins Doren, Librarian

IN MEMORIAM

WILLIAM JUDKINS CONKLIN, A. M. M. D.

1844 - 1916

AN HONORED PHYSICIAN,
A GOOD CITIZEN, ACTIVE IN
WELFARE WORK, AN UPRIGHT MAN.

FOR THIRTY-SIX YEARS HE RENDERED VALUABLE SERVICE TO THIS LIBRARY AND GAVE LIFELONG SERVICE TO THE FIRST HOSPITAL ESTABLISHED IN DAYTON.

THIS MEMORIAL IS ERECTED BY
THE MONTGOMERY COUNTY
MEDICAL SOCIETY.

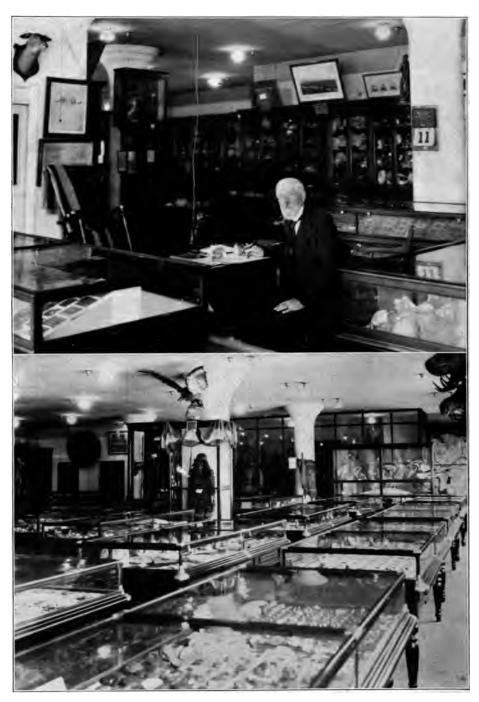
Memorial Tablet at the Main Library



MAIN LIBRARY
(Upper)—Training Class, 1922
(Lower)—Children's Room; Miss Maud L. Weller, Head



MAIN LIBRARY (Upper)—Training Class, 1920 (Lower)—Training Class, 1921



Public Library Museum—Steely Building Mr. C. L. Sullivan, Curator

THE MUSEUM

The Public Library Museum was transferred to new quarters during April, 1921. This was necessitated by the urgent need of the Library proper for the space in the second story, which had been devoted to Museum uses. A spacious room was secured in the Steely Building, corner of Ludlow and Second, and the moving effected. Any regret at having to disturb the Museum was counterbalanced by satisfaction over the gain in light and arrangement. The cases are not so crowded; and many objects, that, in the old building, were kept almost in darkness, are now clearly visible,

The Public Library Museum, up to the date of this removal, had spent its energies largely in accumulation. The time seems now to have come for a forward policy, which will embrace certain modern features. Steps leading to the introduction of these have already been taken. Professor W. H. Shideler, of Miami University, has spent some time in marking unmarked specimens in the Grier and Pease collections and will go on with this good work, until everything in his line, rocks, minerals, and fossils, has been identified and properly labeled.

The entire number of visitors to the Museum during the year ending April 1, has been 7,100. The greatest number in any one month has been 1,001. Here, too, the number is steadily and normally growing.

It is the desire of the Museum Committee that the Museum should be increasingly the center of attraction for the children, as well as the adults, of the entire vicinity, including villages and towns outside of Dayton. To insure this, the Curator, Mr. C. L. Sullivan, as well as the Committee, has employed many sorts of publicity, sending out, at one time, post cards to the teachers in our city schools. In response to these, many have come with groups of children. One teacher recently brought with her fortynine pupils, all but one in a room of fifty

The Public Library Museum has a great future in its service to the public. But its quarters are already cramped. It will need, at no distant day, more and better arranged space, including a separate room, where duplicate specimens can be preserved. This should be provided with seats for pupils and a table for a teacher. Here such talks and lectures, as have already been set on foot, can be more comfortably and profitably heard.

Leila Ada Thomas

Chairman, Museum Committee.



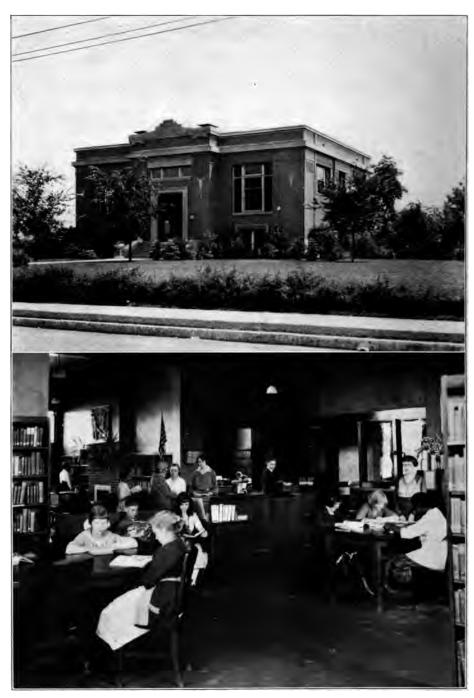
MAIN LIBRARY

(Upper) Book Repair and Bindery Department
Miss Theresa C. Walter, Head

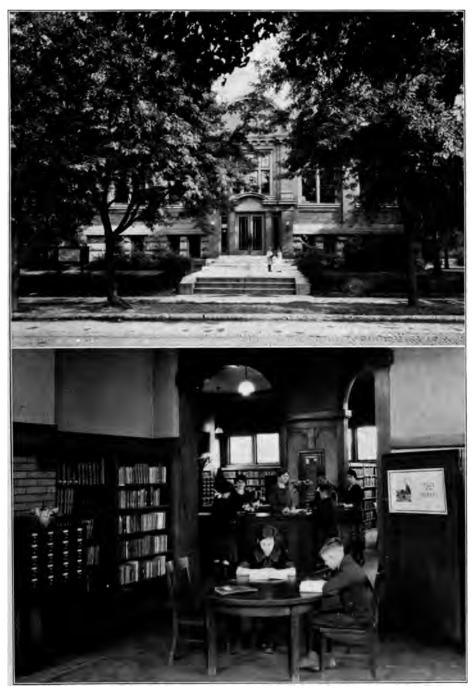
(Lower) Shelf Department, Inspection Room
Mrs. Alice Kile Neibel, Head



Order Department Christmas Book Exhibit



West Carnegie Branch Library. Interior, Main Floor Miss Janet L. Hannaford, Branch Librarian



East Carnegie Branch, Library. Interior, Main Floor Miss Helen M. Tattershall, Branch Librarian



School Branch Librarians and Pages Miss Janet L. Hannaford, Supervisor



Typical School Branch Libraries: (Upper) Allen; (Lower) Brown

FINANCIAL STATEMENT

Annual Report, September 1, 1920, to August 31, 1921 RECEIPTS

Bal. on hand Sept. 1, 1920 1920–1921

	Sept. 1, 1)–1921	Total	
From Taxes and Interest on Deposits	\$	\$95	777.75	\$95777.75	
From Loan Desk Receipts etc	, . 33	30.93 2	138.55	2469.48	\$ 98247.23
Building and Repair Fund	appropria	tions	-		2568.39
				- Grand Total	\$100815_62
	EXPI	ENDITUR			V 100010.02
		Branch	Tota	1	Grand
	Main	Libraries		ry Museum	
Books and Periodicals \$				58 5	\$ 5247.58
Binding	1415.23	806.45	2221	.68	2221.68
Fuel and Light	1433.18	1054.44		.62 14.76	2502.38
Salaries:					
Deferred	4897.31	1565.77	6463	.08 114.98	6578.06
SeptAug	42777.41	13821.82			
Care of Buildings:					
Deferred	299.99	275.00	574	.99	574.99
SeptAug	3473.28	2472.00	5945	.28 40.00	5985.28
Betterment and Repairs.	2086.35	503.40	2590	.00 1001.63	3591.38
Furniture and Fixtures	1659.93	43.10	1703	.03 71.68	3 1774.71
Supplies:					*
Printed	1135.50			.50 2.25	
Stationery	1544.43	with Mair	n 1544	.43	1544.43
Janitor and Electrical.	795.39	"	795	.39 56.18	851.57
Sundries:					
Freight and Hauling		25.50		.16	
Labor	247 . 50		247	.50 13.00	260.50
Laundry	69.08	32.64	l 101	.72	
Petty Cash	316.65	66.00	382	.65	382.65
Telephone	296.13	134.88	431	.01 1.05	
Rent					
Sundries		61.90		5.03 31.42	
Foreign Periodicals	100.00		100	.00	100.00
4	66432.88	\$22523.75	\$88956	.63 \$3844.45	\$92801.08
Extraordinary expenses:					
Moving Museum	\$1147.07				
Remodeling and equip-					
ping new Reference					
Room—Betterment an	ıd				
Repairs	3935.48				
Furniture and Fixture	882.58				\$ 5965.13
				Grand Tota	al \$98766.21
Total Receipt					
Total Expend	iturae	• • • • • • • • •		98 766	21
iotai Expenu	144169	• • • • • • • • •	• • • • • • •	70,700.2	

Net Balance, August 31, 1921..... 3 2,049.41 EMPLOYEES' PENSION FUND (Bequest of \$2,000 from W. J. Conklin)

RECEIPTS—Dividend and Interest

Balance on hand September 1, 1920 \$2304.97

1920-1921 \$100.69

Total \$2405.66

FINANCIAL STATEMENT

Annual Report, September 1, 1921, to August 31, 1922

RECEIPTS

From Taxes and Interest on Deposits From Loan Desk Receipts, etc C. R. Gilmore Memorial Book Fund Building and Repair Fund appropriations	Bal. on hand Sept. 1, 1921 \$ 209.02 1840.39	1921-1922 \$118913.85 2639.79 1536.48 491.99	Total \$118913.85 2848.81 1536.48 2332.38
•	\$2049.41	\$123582.11	\$125631.52

EXPENDITURES

-	D28.1		•		
	Main	Branch Libraries	Total Library	Museum	Grand Total
Books and Periodicals	\$ 6548.56	\$10122.40	\$16670.96		\$16670.96
Binding	970.50	318.30	1288.80		1288.80
Fuel and Light	1578.79	743,22	2322.01	91.24	2413.25
Salaries	55128.82	16210.22	71339.04	1575.00	72914.04
Care of Buildings	4762.03	2532.00	7294.03	480.00	7774.03
Betterment and Repairs	3761.31	604.33	4365.64	40.90	4406.54
Furniture and Fixtures	2782.25	52.92	2835.17		2835.17
Supplies:					
Library of Congress	1544.59	Included	1544.59		1544.59
Printed	1067.35	with Main		8.25	1075.60
Stationery	1680.25	"	1680.25	2.13	1682.38
Janitor and Electrical	981.80	**	981.80	40.64	1022.44
Sundries:					
Freight and Hauling	50.91	45.50	97.41	1.00	98.41
Labor	437.50		437.50	20.00	457.50
Laundry	79.22	39.26	118.48		118.48
Petty Cash	220.62	101.00	321.62		321.62
Telephone	357.44	134.88	492.32	78.00	570.32
Insurance	154.80	223.60	378.40	80.80	459.20
Rent				3035.00	3035.00
Classification				54.27	54.27
Sundries	420.91	29.80	450.71	32.00	482.71
Foreign Periodicals	100.00		100.00		100.00

\$82628.65 \$31157.43 \$113786.08 \$5539.23 \$119325.31

Extraordinary expenses: Remodeling and

equipping new Reference Room—

Betterment and Repairs Furniture and Fixtures 2998.34 1558.70

4557.40

\$87185.69 \$31157.43 \$113786.08 \$5539.23\$ 123882.35

 Total Receipts
 \$125,631.52

 Total Expenditures
 123,882.35

 Net Balance, August 31, 1922
 \$ 1,749.17

EMPLOYEES' PENSION FUND (Bequest of \$2,000 from W. J. Conklin)

RECEIPTS—Dividend and Interest

Balance on hand September 1, 1921 \$2405.66

1921-1922 \$106.96 Total \$2512.62

TOTAL EXPENDITURES IN RELATION TO SERVICE, YEAR ENDING AUGUST 31, 1921

Library: (Tax fund only, exclusive of salary deficits of 1920)
Cost per volume Home and Reading Room use 16.8 cents.
Cost per capita, population of 152,559
Museum: Cost per capita
2.4 cents.

Average number of volumes per capita — 7 volume. Turn-over per volumes active—4 times. Volumes used per capita —3.2 volumes. Cost per capita, moving Museum . 7 cents.

us	le le	Г	72		<u> </u>	Ī	1		1	1	11	86	63		9
estion	Total		38,1								8,7	5,498	9,563		62,0
nce Qu	Juv.		7,992								3,229	2,197	4,930		18,348
Refere	Adult		30,180 7,992 38,172								5,548	3,301	4,633		43,662 18,348 62,010
Per cent	Agencies		46.6			5.07		8.		.03	11.0	16.3	18.2	-	
Total Vols. Per cent Reference Questions	R. R. Use		231,550			25,185		13,709		154	54,407	81,117	90,351		496,473 100.0
Total	Room Use		84,469								2,456	21,033	4,608		112,566
	Use		147,081			25,185		13,709		154	51,951	60,084	85,743		383,097
Use	Juv.		50,778 147,081			25,185		3,554			27,811	36,465	62,092		122,027 178,022 205,885 383,097
Home Use	Adult		96,303					10,155		154	24,140	23,619	23,651		178,022
Total	Active		61,294			6,116		11,492	2,090	1,544	11,151	10,900	12,440		122,027
Per cent	Agencies		8.99	1.2	5.3						8.0	8.2	6.4	4.1	100.0
*Expendi-	sources		\$61,235.58	1,147.07	4.818.06						7,280.42	7,502.74	5,899.82	3,729.47	\$91,613.16
ACENCIES	AGENCIES	**Main Library Administration,	etc.	Moving Museum	Remodeling and equipping	Class Room Libraries	Deposit Stations and South	Branch	Unaccessioned	Medical Library	East Carnegie Branch Library	West Carnegie Branch Library	School Branch Libraries	Museum	Totals

Average daily reading room use and home use, 1630 volumes. Average daily reference questions, 203.6 Per cent non-fiction issued to adults, 34.3 Per cent non-fiction issued to children, 48.7 Per cent for adults and children, 48.7	Accessions: Volumes Volumes active, August 31, 1920. 121,168 Volumes purchased. 4,340 Volumes received by gift. 91 Volumes withdrawn. 3,572	Cataloging and rehabilitation: 1,665 new volumes cataloged; catalog rehabilitation for 2,229 old volumes; represented by 43,592 cards in public and official files.
*Does not include salary deficits of 1920. **Includes accounts, supplies, cataloging training class, deposits, for all branch libraries. Open 304½ days for circulation; 52 Sundays for Main Library reading room. Per cent juvenile books issued, 53.6; per cent juvenile reference consections answered 29.5.	GENERAL STATISTICS Circulation Department: Total borrowers active August 31, 1921	43(

total expenditures in relation to service, year ending august 31, 1922

Library (Tax fund only):
Cost per volume Home and Reading Room use 21.2 cents
Cost per capita, population of 162,521
69.7 cents 3.4 cents Museum: Cost per capita

Average number of volumes per capita-7 volume Turn-over per volumes active -4.1 times Volumes used per capita-3.2 volumes

GHIOMHOA	Expendi-	Per cent	Total	11	Total		Total	Total Vols. Per cent Reference Questions	Per cent	Refere	ace Que	stions
AGENCIES	tures all	Cost by	Vols.		3		Reading	Reading Home and Service,	Service,	A duite I	1	1
	sonrces	Agencies	Active	Adult	Adult Juv.		Room Use	K. K. Use	Agencies		Juv.	1 otal
Main Library Administration,												
etc.	\$82,628.65 66.70	96.70	70,488	104,760	51,821	70,488 104,760 51,821 156,581	101,029	257,610 48.34	48.34	34,795 6,842	6,842	41,637
Remodeling and equipping	4.557.04 3.68	3.68					:					
Class Room Libraries tem-												
porarily discontinued			5,298									
Deposit Station			8,172	I	7,325 210	7,535		7,535	7,535 1.41			
Medical Library			1,600	57		57		57	10.			
East Carnegie Branch Library	8,432.06 6.80	08.9	11,508	26,889	34,362	11,508 26,889 34,362 61,251	9,152	70,403 13.20	13.20	9,743	9,743 7,819 17,562	17,562
West Carnegie Branch Library	8,370.86	6.76	11,358	24,124	24,124 39,453 63,577	63,577	19,414	82,991	15.57	3,311	3,150	6,461
School Branch Libraries	14,354.51	11.59	18,694	25,731	82,427	82,427 108,158	6,263	114,421 21.47	21.47	5,709	10,725	16,434
Museum	5,539.23	4.47										
Totals	\$123,882.35 100.00	100.00	*127,118	188,886	208,273	397,159	*127,118 188,886 208,273 397,159 135,858		533,017 100.00 53,558 28,536 82,094	53,558	28,536	82,094

*Does not include books in preparation, 6,953 volumes.

Open 304 days for circulation, 50 Sundays for Main Library reading rooms.

Per cent juvenile books issued, 52.4; per cent juvenile reference questions answered, 34.8.

GENERAL STATISTICS

24,334* 4,198 1,500 New borrowers registered during year... 8,975
Renewals during year... 1,203
Delinquent notices and visits... Book reserve notices..... Total borrowers active August 31, 1922. Circulation Department:

Book Repair, Binding:

*Registration period: two years.

Average daily reading room use and home use, 1753.3 vols. Per cent fiction, for adults and children, 58.5. Average daily reference questions, 270.

Per cent non-fiction issued to adults, 34.6.

Per cent non-fiction issued to children, 47.7.

GENERAL STATISTICS

 Volumes active, August 31, 1921
 122,027

 Volumes active, August 31, 1922
 127,118

 Volumes purchased
 8,325

 Volumes received by gift
 241
 3,475 6,953 Volume Volumes received by gift..... Accessions:

Cataloging and rehabilitation:
5145 new volumes cataloged; catalog rehabilitation for
523 old volumes; represented by 63,235 cards in public and
official files.



Dayton Public Library

STATISTICS (Continued)

(Arranged according to American Library Association revised form)

Receipts From	19	921	192	2	
Unexpended balance	\$ 3	30.93	\$ 2.	.049.41	
City tax levy	95,2	80.21		138.03	
County or township tax levy			£		
State grants			• • • • •	• • • • • •	
Membership fees (County borrowe		87.85		79.50	
Fines (Loan Desk receipts)		34.76	2,	,389.76	
Duplicate pay collection					
Gifts		97.54	1,	,536.48 775.82	
Interest on deposits (tax receipts) Other sources		15.94		170.53	
Building & Repair Fund appropria	tions. 2,5	68.39		491.99	
Total		15 62	\$125	,631.52	
1 Otal	\pi 100,0	13.02	\$123	,001.02	
	1921		192	22	
Payments for Maintenance					
Libra			Library	Museum	
Books and Periodicals. \$ 5,347. Binding			\$16,770.96 1,288.80	\$	
	31 * 1,094.98		71,339.04	1,575.00	
Salaries, janitor service. *6,520			7,294.03	480.00	
Rent				3,035.00	
Heat and Light 2,487. Permanent improvem'ts	.62 14.76		2,322.01	91.24	
and furniture 4,292	78 1,073.31		7,200.81	40.90	
Supplies (Stationery,	•				
Printed and Janitor) 3,401			5,273.99	51.02	
Printing 73 Telephone 431			492.32	70 00	
Telephone	.01 1.03		492.32	78.00	
and hauling 162	.93	•	203.08	1.00	
Other maintenance 955			1,601.04	187.07	
	63 \$3,844.45	\$92,801.08	\$113,786.08	\$5,539.23	\$1 1
Extraordinary Expenses:	07				
Moving Museum \$ 1,147 Remodeling and equip- ping new Reference	.07				
Room— Betterment and Repairs 3,935	18		2,998.34		
Betterment and Repairs 3,935 Furniture and Fixtures 882		5,965.13	1,558.70		
	.76 \$3,844.45 d Total		\$118,343.12 Grand T	\$5,539.23 otal	\$1:

^{*}Each of these amounts contains part of deficit of \$7,153.05 from the preceding fiscal year.

5.31

7.04

2.35

DAYTON PUBLIC LIBRARY COMPARATIVE ST

	1914	1915	1916	1917
Population Served	127,371	130,969	134,567	138,165
Volumes Active				
Library System consists of—				
Main Library	44,926	49,305	61,152	64,886
Class Room Libraries	6,000	6,269	6,292	8,441
Deposit Stations		3,942	5,785	7,909
Medical Department	293	1,242	1,334	1,367
East Carnegie Branch Library	3,652	6,684	9,526	9,882
West Carnegie Branch Library	3,255	6,372	9,098	9,403
School Branch Libraries		868	2,616	2,870
Grand Totals	58,126	74,682	90,359	99,088
Number of Days Open	305	305	304	303
Library Service				
Borrowers active	11,592	20,257	28,036	29,900
Reference questions answered	6,494	31,819	36,520	49,038
Home use, total volumes	228,557	313,528	284,840	347,174
Per cent Fiction	58.3%	54.7%	52%	52.6%
Per cent Juvenile	48.8%	47.6%	54.6%	51.1%
Reading room use total volumes	no record	66,727	81,055	76,063
Grand Total Volumes Home and				
Reading Room Use	228,557	380,255	365,895	423,237
Library Support (Tax Fund) Cos		a Population	1.	
Average cost of Library service per volume of Home and Read-				
ing Room use	16.5c	12.9c	13.1c	10.9c
Cost per capita, per annum:				
Library	29.7c	37.7c	35.5c	33.5c
Museum	.7c	.7c	.6c	.7c
Moving Museum				
Average number of volumes per				
capita	.4 vol.	.5 vol.	.6 vol.	.7 vol.
Turn-over per volume in Library	3.9 times	5 times	4 times	4.2 tim
Volumes used per capita	1.7 vols.	2.9 vols.	2.7 vols.	3 vols

ATISTICS, CIRCULATION AND REFERENCE, 1914-1922

1918	1919	1920	1921	1922	Grand Total
141,763	150,000	152,559	152,559	162,521	
68,841	69,689	72,054	75,474	70,488	
8,384	7,634	6,536	6,116	5,298	
10,936	9,418	11,228	11,492	8,172	
1,408	1,503	1,537	1,544	1,600	
10,809	11,063	11,229	11,151	11,508	
10,357	10,843	10,968	10,900	11,358	
4,799	9,733	13,262	12,440	18,694	
109,535	114,955	121,168	122,027	127,118	

305	276	3071/2	304½	304	<u> </u>
27,535	37,660	45,425	21,900*	24,334*	
52,891	57,039	53,409	62,010	82,094	431,314 questions
393,053	387,380	366,645	383,907	397,159	3,102,243 volumes
54.3%	54.6%	57.1%	57.9%	58.5%	55.5% average
47.2%	48.4%	54.1%	53.6%	52.4%	50.8% average
58,478	79,915	94,186	112,566	135,858	704,848 volumes
451,531	467,295	460,831	496,473	533,017	3,807,091 volumes

*Registration period: two years

	10.7c	10.5c	14.7c*	16.8c	21.2c
	34.1c	33c	44.4c*	54.8c	69.7c
5;_	. 6c	. 5c	.7c*	2.4c .7c	3.4c
	.7 vol.	. 7 vol.	.7 vol.	. 7 vol.	.7 vol.
:5	4.1 times	4 times	3.8 times	4 times	4.1 times
5:	3.1 vols.	3.1 vols.	3 vols.	3.2 vols.	3.2 vols.

^{*}Salary deficit of this year is included although paid in 1921.

Appendix

THE FIRST DAYTON LIBRARY

The Social Library Society of Dayton was established in 1805, within ten years after the founding of Dayton, and was the first library to be incorporated in the state of Ohio.

Benjamin Van Cleve was the first librarian. The books were kept at the post office at St. Clair and First streets, overlooking the present site of the Main Library in Cooper Park. This library continued in existence until 1835, when it was sold at auction. There is no record of any other Dayton library, public or subscription, from 1835 until the Dayton Library Association was organized in 1847.

A time stained copy of the Constitution of the Social Library Society of Dayton, a fac-simile of which appears on the following pages, is preserved in the Public Library Museum.

Constitution

OF THE SOCIAL LIBRARY SOCIETY OF DAYYON.

Whereas establishments of Public Libraries, tends to promote useful knowledge, and is conducive to the good and happiness of society; the subscribers for a Library to be kept in the township of Dayton, have been induced to associate and do hereby associate themselves into a society, to be known by the name of "The Social Library Society of Dayton" and do adopt the sollow ing constitution.

ABTICLE 1. There shall be a Treasurer, a Librarian and three Directors appointed who shall serve intil the next annual meeting and at every annual meeting hereaster a Moderator and Clerk shall be chosen for faid meeting and a

Treasurer, Librarian and three Directors for the ensuing year: - The annual meetings shall be held invaribly at the meeting house in Dayton, on the first Mondays of January * at twelve o'clock.

ART. 2. It shall be the duty of the Clerk to make true entries of all the votes and doings of said proprietors and transmit a copy of the same to the Librarian.

ART. 3. It shall be the duty of the Treasurer to receive monies collected by fines and affeffinents, and pay over the same to the orders of the Directors and settle accounts with them when required.

ART. 4. It shall be the duty of the Librarian, to take charge of all the Books, deliver out and receive in, agreeable to rules prescribed for

By the act of the Legislature of Unio incorporating this Society, the annual meetings are to be held at the Library room or some house configous on the first Mondays of July.

[3]

that purpose and make true entries thereof: -- The Librarian shall assels

all fines and penalties.

ART. 5. It shall be the duty of the Directors once a year to reckon and fettle with the Treaforer and Librarian. They shall draw orders on the Treafurer when necessary & lay their accounts before the Proprietors at the annualmenting.

ART. 6. All the Books belonging to the Library shall be returned four times a year, viz: On the first Mondays of January, April, July and October, at or before two o'clock in the afternoon. On each of faid days every Proprietor not returning his or her Book by two o'clock as aforefaid, shall pay one eighth part of the value of faid Book and twelve cents for every, week it shall be detained afterwards. It shall be the duty of the Directors to attend on returning days to assist the Librarian; Proprietors may ex-

change their Books at any time be-

tween the returning days.

ART. 7. The Directors with the Librarian, shall annually value a right in the Library. Any person disposed to become a Proprietor in said Library, may apply to the Directors, who if they think proper may admit said person, on his or her paying agreeable to said estimate.

ART. 8, Any person disposing of his or her right shall certify the same in writing and lodge it with the Librarian by the person to whom it is conveyed, who shall on paying all sines (if any be against said right)

become a Proprietor.

Aut. 9. The Librarian shall not deliver any Book except to a Proprietor or by his order in wri- *

ting.

ART. 10. Dantage done to a Book while in the hands of a Proprinter, shall be affelfed by the Librarian at the rate of three cents for a drop of tallow, or folding down a leaf, and so in proportion for any other damage, and if any person is aggrieved application may be made by appeal to the Directors or any two of them within two weeks, who shall have power to abate any part of said fine or increase it.

ART. II. Any person being fined or asselled and resusing to pay the same his or her right shall be sufpended and if not complied with in one year, his or her right shall be forever forseited.

ART. 12. Each right shall draw one Book at a time and no more.

ART. 13. The method of drawing shall be by lot, that is to fay it shall be determined by lottery who shall have the first choice and so on for each Proprietor.

ART. 14. The Proprietors may at any time after the first day of January 1805 at their annual meeting lay such a tax on each right for the benefit of the Library as shall be voted by two thirds of the Proprietors then present—Notification shall be given at a quarterly or special meeting previous to taid meeting, by a wasning signed by at least live of the Proprietors and signifying such intention and set up on the door of the Library.

ART. 15. Any person who has subferibed for one right and wishing to have the privilege of two or more rights, may be permitted to put in Books which the Directors shall judge suitable for the Library and

to the value of faid right.

Art. 16. When the Librarian and the Directors judge a special meeting of the Proprietors necessary for the interest of the Society—the Directors shall have power and authority to notify and call such meeting particularly specifying the intention of the same, in a News pa-

[7]

per or three of the most public places within the vicinity of the Proprietors twenty days previous to the

meeting.

Art, 17, If at any time it be found necessary to make bye laws for the better regulation of the Society, the Proprietors at an annual meeting may form and pass them by a vote of two thirds of the Proprietors present.

Art. 18. If a Proprietor lend a Book belonging to the Library to any person who is not a Proprietor or suffer a Book to be carried into a school, he or she shall pay a sine equal to the value of one quarter of

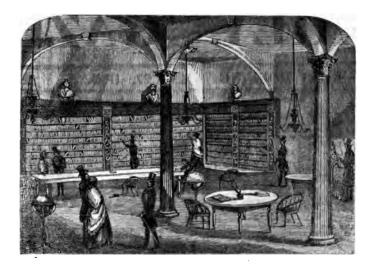
faid Book.

Art. 19. Any perfon holding more than one right, shall have

liberty to vote in proportion,

Art. 20. No person shall draw any Book until he or she has paid the sum of three dollars and signed this Constitution.

DAYTON LIBRARY ASSOCIATION, 1847-1860



Library of the Dayton Library Association which was consolidated in 1860 with the School Library to form the present Public Library. The above picture is taken from a woodcut published in the Daily Gazette, May 27, 1854, and recently presented to the Dayton Public Library by Miss Helen Pearson.

Extract from letter of Dr. John Charles Reeve, Sr., dated, October, 1854.

*"The Phillips Building is a fine Block,—I do not think it has its equal in Cleveland. Right across the hall from our office is the Library Room. I think I shall subscribe immediately—it is \$5.00 per year and six payments entitle one to a life ticket. Some 38 papers are on file, among them the Cleveland Herald and Plain Dealer, but the Cleveland mail arrives very irregularly—last Tuesday's papers are just here! (This was written on Friday.) They have a good supply of books,—among them Miss Pardoe's 'Court of Louis XIV.'"

^{*}This building was situated at the southeast corner of Main and Second streets, on the present site of the Mutual Home Building.



Memorial Tablet at the Main Library

THE DAYTON PUBLIC LIBRARY AND MUSEUM LIBRARY MILESTONES

(A Chronological Summary) 1805—1922

1795-1808 Dayton founded in 1795. In 1808, the "Dayton Repertory," the first Dayton newspaper was published.

1805-1835 First library, "The Social Library Society," established.
Annual membership, \$3.00. Fac-simile reprint of constitution, see page 49.

1847 The Dayton Library Association established. Annual membership, \$5. Book collection, 6,000 volumes. See page 56.

- The Public School Library, established under Ohio School Library law of 1853, opened under direction of the Board of Education on the second floor of the U. B. Building, corner Main and Fourth Streets: 1,200 volumes.
- 1860 Union of the Library Association and the Public School Library to form the present Public Library, which was placed under the direction of a Committee of the Board of Education, and so continued until 1887.

1876 Library moved from Journal building to second floor of new Market house, Main Street front.

1880 Dictionary card cataloging introduced. Analytical dictionary catalog of 20,000 volumes published, 1884.

Organization of U. S. document collection: 5,500 volumes. City Council and Board of Education agree upon Cooper Park for building site of Public Library.

Library Board created by act of Legislature. General Code of Ohio, Section 7636.
 Library building (Main) erected in Cooper Park, cost

\$110,000, bonds issued by Board of Education.

1888 January 24, building dedicated with book collection of 25,000 volumes.

Museum established "as an adjunct to the Public Library."
General Code of Ohio, Section 7643.

1896-1898 Re-organization of the Library (35,000 volumes) begun. Class-room libraries organized. First library apprentice training class (two-year course),

for Library Staff, opened by Librarian.

1899 Ohio Library Association annual meeting held under auspices of Dayton Public Library.

Re-organization of library completed and access to shelves allowed to the public. First Children's Room opened in east end of basement.

1903 Four branch libraries (each 3,000 volumes) opened to the public in four school district buildings; namely, Hawthorne, Garfield, Ruskin and Franklin.

Second library apprentice class.

Three books issued on one card at Main Library and age limit for children discontinued.

1903-1908 Weekly readings for the Blind held at the Main Library.
 1904 Medical Department opened under auspices of Montgomery County Medical Society.

1904 Study Hall erected on northeast side of building.

1905-1906 Graded book lists for teachers and pupils (Library Manual) published.

1908 Special work for shopmen begun with collection of technical books and publication of book list.

1909 Book-stack gallery added.

1911 Book repair department opened in separate room in basement.

1912 Contracts let for erection and equipment of East and West Carnegie Branch library buildings.

1913 March 25, Flood destroyed 46,010 volumes and all furniture and fixtures in basement and on main floor of the Main Library. Estimated loss, \$85,000.

June 7, Main Library re-opened for day service only, with 47,990 volumes on the shelves.

July 1, Four school branch libraries closed to furnish more books for Main Library.

September, Book selection and order department, organized.

November 1, Main Library lighting restored and hours extended for evening service to 9:00 P. M.

1914 February 25 and 27, the West and East Carnegie Branch libraries dedicated.

Restoration of Main Library building, furniture and fixtures, completed.

New Children's room in west end of basement, opened at Main Library.

Re-opening of Study Hall as Arts room.

Ohio Library Association annual meeting held under auspices of Dayton Public Library. U. S. Bureau Education and other special exhibits.

1914-1916 East and West Carnegie Branch Library auditoriums, 56 free entertainments and 196 club meetings; attendance 11,478.

1915 January 28, North Branch Library, re-opened in Allen School.

1916 Special institutional cooperation arranged with municipal and welfare organizations, Federation of Women's Clubs, State institutions and Miami Conservancy.

1917 January, Bomberger Play-ground library sub-station opened with 1,000 volumes.

May, Library telephone service direct from all desks of Circulation and Reference departments of Main Library and Carnegie Branch libraries.

1917 July, Holy Rosary library sub-station opened with 600 volumes.

September, Main Library interior remodeled, establishing central delivery room for the public, increasing reading room accommodations from 60 chairs to 100 chairs; also securing book shelf space for 15,000 volumes.

Library war work:

Librarian served from 1917 to 1920 on American Library Association War Service Committee, also upon the Executive Board. 1917 Wilbur Wright and McCook Aviation Fields-Substations, 5,000 volumes installed; also full library privileges at Main building and Carnegie Branch libraries, extended to officers and students.

> Camp Sherman, Chillicothe-Loan of 550 volumes for Y. M. C. A. Soldiers' library.

Fairgrounds—Deposit station, 250 volumes.

War Hospitals Library Service organized for Dayton Branch National League for Woman's Service.

Library War Service Fund of American Library Association—Raising Dayton's quota of \$8,000, exceeded by \$275.

Publicity—Red Cross, Liberty Loan, Food Conservation, use of club rooms, etc.

1918 January, Shelf department and systematic training of pages organized.

June, E. J. Brown School Branch Library opened with 3.000 volumes.

October, Sunday opening at Main Library established.

East and West Carnegie Branch Library hours increased, 12:00 M.-8:30 P. M.

Library Staff hours fixed at standard week of 41 hours, scheduled in 5 days.

July-August, Third apprentice training class for Children's work and school library assistants (number of students, 11)

1919 School Branch Libraries opened as follows:

March, Whittier School Branch Library, 2200 volumes. March, Cleveland School Branch Library, 2000 volumes. June, Jefferson School Branch Library, 1000 volumes.

Sub-Stations in community houses opened as follows:

Hungarian 600 volumes.

Linden (colored) 1,000 volumes.

Barney, 1,000 volumes.

Wilbur Wright Field re-opened, 2,000 volumes.

June, Medical collection moved to Medical building on request of Montgomery County Medical Society, which supplies room and equipment and employs Dr. H. S. Jewett as Librarian. Re-opened to public, September, 1920. Medical department room thus vacated, used for special book collections and as office for Circulation Department.

Bibliothecal library and Stations reference departments or-1919 ganized for circulation.

> Public Documents and pamphlets collected since the Flood of 1913 organized.

Classroom libraries (7634 volumes) graded according to

School grades.

August, Library salaries: special publicity campaign results in a total increase of \$21,000 through school levy, for Library staff salaries for one year.

1920 May, Fourth apprentice training class (18 students) for library assistants; open also to factory librarians of city.

May, Library hours reduced one-third at all branch libraries and Sunday opening at Main Library on account

of lack of funds.

June, Southwestern District meeting of Ohio Library Association held under auspices of Dayton Public Library.

June-September, Campaign for better Library income resulted in appropriation of budget of \$121,000 to meet deficits of 1919-20 and provide for ensuing year's expenses, thus avoiding complete library closing for an indefinite period.

June, East and West Carnegie Branch Library auditoriums loaned for two years to Board of Education for four school

rooms.

July, Graded salary schedule adopted by Library Board, standardizing salaries and qualifications for various grades of service.

July-August, Fifth apprentice training class (10 students).

September, School Branch libraries placed under supervisor.

September, Annual distribution to schools discontinued. Class-room libraries supplied only upon teacher's request. November, Sixth apprentice training class.

1921 February, Catalog Department moved to new room in east end of Study Hall.

March, Re-habilitation of all catalog records lost or mutilated in the Flood of 1913, completed and lines laid for advance work.

March, Library hours restored to full time.

April, Museum removed from Main Library to Steely Building, southeast corner Second and Ludlow streets. Museum hours open to public increased from 23 hours to 41 hours each week.

May, Amended Library law (section 7639 General Code of Ohio) to ensure better library support, passed Legis-

lature as Senate Bill No. 101.

May-September, Main Library remodeled to provide additional seating capacity for the public, being a total increase of 127 chairs distributed among 4 public departments as follows: Basement, Children's Reference room; Main floor, West reading room; Second floor, Technology department and Reference reading room. Also to provide for two Catalog rooms, Vice-Librarian's and secretarial offices, Shelf Department inspection room and Library apprentice training class room.

July-August, Seventh apprentice training class (22 stu-

dents).

1922 March, Opening of Emerson School Branch Library.

July-August, Eighth apprentice training class. (number of students, 13).

NOTABLE GIFTS

- 1911 January, Andrew Carnegie, \$50,000 for two branch library buildings.
- 1913 May, Andrew Carnegie, \$15,000 to replace Flood loss of books in preparation for opening two Carnegie Branch libraries.
 - July, A. L. A. Children's librarians presented 200 favorite books to the Children's room.
 - July-December, Physicians and medical publishers, 1,500 volumes to replace medical library, lost in Flood.
- 1914 February, Women of Dayton, through Mrs. J. A. Marlay, the sum of \$1,020 for books for the Children's room to replace Flood loss.
 - Dayton Federated Clubs, two Bausch and Lomb balopticons for Carnegie Branch Library Auditoriums.
 - June, Spur C ub, (Steele High School) 10 Japanese prints. Musicians and music publishers, 400 volumes of music.
 - National Cash Register Company Flood relief map of Dayton and 180 Flood photographs.
 - Russell Sage Foundation Publications, 28 volumes.
- 1915-1916 Museum receives gift of two collections of minerals, one from Oscar F. Davisson, the other from Edward G. Pease.
 - Medical Department receives from-
 - Montgomery County Medical Society for purchase of medical books, \$100.
 - Dr. J. C. Reeve, Sr., rare books relating to medical history.
 - Miami Valley Dental Society through Dr. P. F. Schoff, 184 volumes.
 - Library receives bequest of \$2,000 of Dr. W. J. Conklin for Library Staff Retirement fund.
- 1917-1918 Library receives valuable collection of war posters (128) from Mrs. Harry Munger, also Book plate for Children's Room, designed by her.
- 1921 November, Library receives Clement Rossman Gilmore Memorial Book fund: Gift of \$1,000 from Mrs. Ellen P. Gilmore and family, for purchase of books in biography, history, travel, literature and nature lore.
 - Museum receives from A. D. Wilt, Sr., chair from Springfield, Illinois, law office of Abraham Lincoln.
 - Museum receives from Miss Lida Manning Smith two Lincoln autographs.
 - Library receives from Mrs. E. J. Brown school texts, 900 volumes.
- 1922 April, Clement Rossman Gilmore Memorial Book fund augmented by additional gift of \$500 from Mrs. Ellen P. Gilmore and family.
 - Book plate for Gilmore Memorial Fund designed and given by Mrs. Harry Munger.
 - Library of the Daughters of the American Revolution received on deposit.

MEMBERS OF LIBRARY AND MUSEUM BOARD 1887-1922

Previous to 1887 the Public Library was under the direction of a committee of the Board of Education. The following is a list of the members after the institution of the Library Board by act of Legislature, 1887.

*Allen, Robert M., 1887-1899. Secretary, 1887-1890.

Byrne, John E., President of the Board of Education and President ex-officio, 1890-1892.

Brien, Bernis, April, 1919-September, 1920.

9

*Conklin, William Judkins, 1887-1916. Vice-President, 1891-1898; President, 1898-1916. Dr. Conklin was for a number of years Chairman of the Board of Education Library Committee which antedated the Library Board.

*Conover, Frank, 1891-1897. Secretary, 1896-1897.

Davies, J. H., September-October, 1920.

*Davies, S. W., 1896-1919. Vice-President, 1898-1916, President, 1916-1919.

Ely, John Charles, 1898-1918. Vice-President, 1916-1918.

Fitzgerald, Roy G., 1915—Term expires 1924. Vice-President, November 1919-February, 1921.

Frank, Alfred Swift, 1920—Term expires 1923. Vice-President, February-November 1921. Secretary-Treasurer, 1921, to date.

*Gilmore, Clement Rossman, 1916-1919.

*Hall, J. Harrison, 1887-1888.

James, Lee Warren, 1910-1915.

Kern, Albert, 1896—Term expires 1927. Secretary 1898-1920. Vice-President, 1921 to date.

Kumler, Charles H., President of Board of Education and President ex-officio, 1887-1890.

Landis, J. P., 1912—Term expires 1926. Vice-President, 1918-1919, President 1919 to date.

*Linxweiler, J., 1915-1916.

McMahon, John A., 1887-1888.

McMahon, J. Sprigg, 1893-1896.

*Marlay, James A., 1887-1896. Secretary 1890-1896.

*Marshall, Henry C., 1888-1898. President, 1892-1898.

Metzler, Sigmund, 1901-1915.

*Neder, George, 1887-1893.

Perrill, Mrs. Penelope S., 1919-1921. Secretary and Treasurer, February 1921-November, 1921.

Prinz, William J., 1916—Term expires 1922. Treasurer 1918-January 1921, Secretary, September 1920-January 1921. *Deceased. Names in italics are present Board Members.

MEMBERS OF LIBRARY AND MUSEUM BOARD

Schenck, J. G. C., 1921—Term expires 1928.

Shuey, E. L., 1897-1912.

*Steele, Robert W., Vice-President 1889-September 1891.

Thomas, Miss Leila Ada, 1918—Term expires 1925.

Thresher, B. B., 1902-1909.

*Weidner, Harry, 1900-1901. Names in italics are present Board Members.

OFFICERS 1887-1922

PRESIDENTS

Charles H. Kumler	1887-1890
John E. Byrne	1890-1892
Henry C. Marshall	1892-1898
W. J. Conklin	1898-1916
S. W. Davies	1916-1919
J. P. Landis	1919-to date

VICE-PRESIDENTS

Robert W. Steele	1889-1891
W. J. Conklin	1891-1898
S. W. Davies	1898-1916
John C. Ely	1916-1918
J. P. Landis	1918-1919

Roy G. Fitzgerald Alfred Swift Frank 1919-February, 1921 February-November, 1921

Albert Kern 1921-to date

SECRETARIES

Robert M. Allen	1887-1890
James A. Marlay	1890-1896
Frank Conover	1896-1897
Albert Kern	1898-1920
William J. Prinz	1920-1921
Mrs. Penelope S. Perrill	1921

Alfred Swift Frank November, 1921-to date

TREASURERS

Robert W. Steele	1889-1891
W. J. Conklin	1891-1898
S. W. Davies	1898-1916
John C. Ely	1916-1918
William J. Prinz	1918-1921
Mrs Panalona & Parrill	1021

Mrs. Penelope S. Perrill Alfred Swift Frank November, 1921-to date

LIBRARIANS

*Mrs. Mary Hiley Davies	1860-1874
*Minta I. Dryden	1874-1896
Electra Collins Doren	1896-1905
Linda M. Clatworthy	1905-1913
Electra Collins Doren	1913-to date

^{*}Deceased

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The DAYTON PUBLIC LIBRARY and MUSEUM

Sixty-third and Sixty-fourth Annual Reports being for the years ending August thirty-first nineteen hundred twenty-three and twenty-four



DAYTON, OHIO 1923-1924





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MAIN LIBRARY ANNEX

The DAYTON PUBLIC LIBRARY and MUSEUM

Sixty-third and Sixty-fourth Annual Reports being for the years ending August thirty-first nineteen hundred twenty-three and twenty-four



DAYTON, OHIO 1923-1924

DAYTON PUBLIC LIBRARY PRESS

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Dayton Public Library Directory

Main Library, Cooper Park
Open Week Days 9:00 a.m. to 9:00 p.m.
Open Sundays 2:00 p.m. to 9:00 p.m.
Telephone Main 2260

Carnegie Branch Libraries

East Carnegie Branch Library, Fifth and Columbus Streets 12:00 m. to 8:30 p.m. Telephone East 466

West Carnegie Branch Library, Fifth and Euclid Avenue 12:00 m. to 8:30 p.m. Telephone Main 1007

School Branch Libraries (Afternoon and Evening Service)

Allen Alaska Street
Brown Parkwood Drive
Cleveland Pursell Avenue
Emerson Burns Avenue
Harrison Abbey Avenue
Jackson Abbey Avenue
Patterson Wyoming Street
Whittier Wiami Chapel Road

Mondays, Wednesdays, and Fridays
Mondays, Wednesdays, and Fridays
Tuesdays and Thursdays
Mondays, Wednesdays, and Fridays
Tuesdays and Thursdays
Tuesdays and Thursdays

Bookwagon

MAIN DIVISION
North Dayton, Riverdale, and Dayton View Wednesdays and Saturdays
EAST DIVISION
East of Findlay Street to Corporation Line Mondays and Tuesdays
WEST DIVISION
South of Wolf Creek to Corporation Line Thursdays and Fridays

Medical Library

Fidelity Building, 10:00 a.m. to 12:00 m.; 2:00 p. m. to 6:00 p. m. Dr. H. S. Jewett, Librarian Telephone Garfield 2309

Museum

Steely Building, Second Floor Open daily except Wednesday afternoons 9:00 a. m. to 12:00 m.; 1:00 p. m. to 5:00 p. m. Sundays, 2:00 p. m. to 5:00 p. m. Telephone Garfield 972

Library Board, 1924

Librarian

Electra Collins Doren

^{*}Term expired November 21, 1924; succeeded by Daniel Blau.

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DAYTON PUBLIC LIBRARY

Library Committees, 1924

FINANCE Messrs. Prinz, Kern, and Schenck MUSEUM Miss Thomas, Messrs. Kern and Prinz BOOKS, BINDING, AND PERIODICALS Mr. Frank, Miss Thomas, and Dr. Landis

REPAIRS AND SUPPLIES Messrs. Kern, Prinz, and Frank LAW AND LEGISLATION Messrs. Frank, Kern, and Fitzgerald SCHOOL AND BRANCH LIBRARIES Mr. Prinz, Miss Thomas, and Mr. Schenck

Library Staff, 1924

Library Stan, 1924
Electra Collins Doren
Edith Hoborn Accounts and Statistics Cora M. Ewell Supplies Elizabeth B. Doren Book Selection and Order Virginia Hollingsworth Catalog: Books for Adults Frederick H. Cook Reference (General) and Technology Grace Goodale Keator Apprentice Training Class Instructor Gertrude L. Woodin Reference (General), Main Floor Mary E. Althoff Main Library Circulation Maud L. Weller Children's Work and Children's Catalog Helen M. Tattershall East Carnegie Branch Library and East Bookwagon Div. Janet L. Hannaford West Carnegie Branch Library and School Branch Libraries Supervisor Alice Kile Neibel Shelf
Alice Kile Neibel Shelf
Theresa C. Walter Book Repair
M A Nafe Printing
STANDA ASSISTANTS
SENIOR ASSISTANTS Carrie Bench
Reha Roomershine Fast Carnegie Branch
Jane E. Errett Catalog
*Helen George Book Order
Margaret T. Grant
Margaret 1. Grant
*Fairlie B. Honeyman Children's Harriet Irwin Reference Second Floor
Bessie M. Janes Reference First Floor
Bessie M. Janes Keierence First Floor
Martna Ann Jones Children's
Martha Ann Jones
Mildred Mathes Kererence and Catalog
Maude S. Miles Brown School Branch and Catalog
Helen Pearson
Lena Adams Ruppert West Carnegie Branch
Bertine E. Weston Children's
Grace L. Althoff Main Circulation
Grace L. Althoff Main Circulation
Emma Davis Reference and Main Bookwagon
Janice Dickensheets Reference and School Branches
Louise M. Gleim Shelf
Louise M. Gleim Shelf G. Lillian Horn Shelf G. Lillian Horn
Thesel Howe Business Office and Stenographer
Clara Hueffelman Interloan and Bookwagon
Marion M. King East Carnegie Branch

[†]Resigned July 1, 1924; succeeded by Grace Goodale Keator *Resigned

BIENNIAL REPORT 1923-1924

BIDINIAD REI ORT 1323-1324 Tage 5				
Nellie G. Mumma Katharine E. Myers Ruth A. Osgood Treva Pearson Eliza Pickle	SSISTANTS—CONTINUED			
Nellie G. Mumma	BBISTANTS CONTINUED	West Carnegie Branch		
Katharine F. Myers		Rook Order		
Ruth A Oestood	Main Circulation	Peterence and Interlean		
Tuesta Decrees	Maili Circulation	, Reference and Interiorn		
File Diele	Refere	ence and School Branches		
Eliza Pickie	School E	branches and Registration		
Katherine B. Saunders Edith K. Stork		Book Order		
Edith K. Stork	<u></u> B	susiness Office and Supply		
Catharine E. Suber	Childr	en's and School Branches		
Carrie E. Toedte		East Carnegie Branch		
Robin Vail Bertha C. Walter		Children's		
Bertha C. Walter		Bookbinding and Shelf		
Clara Wiedmann	Sch	ool Branches and Catalog		
Gwendolyn Woodall		Book Order		
Hilda P. Albaugh	Rook	Order and Rusiness Office		
Clarica Dischoff	Dook v	Pusings Office		
*Clarice Bischoff Edward C. Colby		Defense Second Floor		
Clare M. DeVille		Reference Second Floor		
Clara M. DeVille		Dook Order		
Minnie E. Duke		Main Circulation		
Dorothy Greene	•• ••• ••• ••• •••	Dook Order		
Mayer Griswold *Miriam Hoebner	Child.	Dookwagon		
Louis Keyer	Childr	en's and School Branches		
Danita Vinasa	Main Cr	rculation and bookwagon		
Bonita Kinsey *Donald Marshall Anna Milinkovits		Children's		
A Milital	D1- O-	Dookwagon		
Mania Mandhalt	Book O	ruer and School Branches		
Marie Nordholt Cecilia Schoff	Main Cinan	Catalog		
Deuline Cohneu	Main Circu	Main Cinculation		
Pauline Schroy Harriet Stansell Edward Trangenstein		Main Circulation		
Educad Tanasanatain		Sneir		
Edward Frangenstein		Printing		
	BOOKMENDERS			
Annie Cavender Unda Clark Leona Dunkel Mary A. Knaub	Anna Kuntz	Pauline S. Von Freiberg		
Unda Clark	Irena B. Mitchell	Mary A. Wittman		
Leona Dunkel	Mary Owen	Anna Wolf		
Mary A. Knaub		*Emma M. Zwiesler		
<u>-</u>	" D . 20 (C 1 1			
Students and Substitutes, 1				
Dr. H. S. Jewett	MEDICAL LIBRARY			
Dr. H. S. Jewett	Montgomer	y County Medical Society		
	MUSEUM			
Charles L. Sullivan		Curator		
Joseph W. Clem		Janitor		
•	BUILDING CARE	•		
Edward Y. Harvey	BUILDING CARE			
	JANITORS			
Charles High		Main Library		
lames Thomas		Main Library		
Michael Paetschke		Main Library		
Edward Ricker	East	Carnegie Branch Library		
William L. Winfield	West	Carnegie Branch Library		
Fergus M. Anderson	Main	Library Night Watchman		
*Resigned	•	, ,		

Report of the Library Board

To the Honorable, the Board of Education of the City of Dayton, Ladies and Gentlemen:

In transmitting herewith the sixty-third and the sixty-fourth annual reports of the Public Library and Museum for the biennial period ended August 31, 1924, we are constrained to point out to you certain immediate and urgent needs of the institution committed to our charge.

The phenomenal growth of the Public Library in service to the City and Schools in the past ten years has outstripped all means for the proper housing and care of books, personnel, and the varied supporting activities of modern library work. This condition is true not only for the central Library of the system and the Museum, now occupying inadequate rented quarters, but also for the Branch libraries located in school buildings.

Limitation of the power of our Board to accumulate a building fund, and likewise its consideration for the interests of School and City projects for which bond issues were being issued or were pending, have forced the Library authorities into the adoption of temporary expedients to bridge the situation until means for building could be found.

The Annex to the Main Library building which is now under construction, and such alterations as may be possible within the walls of the old building, will afford relief only for a limited time. The two Carnegie Branch libraries are already in need of substantial additions to provide bookstack and working space.

At six School Branch libraries, all shelving space has long since been exhausted, and books are standing in double rows on the shelves. The circulation of 158,000 volumes through School Branch libraries last year, of which seventy-six per cent was to children, sufficiently indicates their usefulness to both schools and community.

Out of its very restricted budget the Public Library has been at a cash outlay of over \$85,000 in the past ten years for these School Branch Libraries.* Their total circulation and use for the Schools in that period has been nearly 800,000 volumes.

^{*}In Platoon Schools the use of the Libraries by the pupils alone, when the Library is closed to the public, varies from 2,000 to 5,000 volumes a month. We now have in these Branch Libraries one hundred sixty current periodicals and 30,338 volumes; over 250,000 cards in catalogs; and in the last year mended over 36,000 books.

The conditions, however, for carrying on the work of the Public Library for children as well as adults in these Branches are now so inadequate that anything approaching normal functioning in reference or reading room use is impossible. Books are inevitably worn out, lost and misplaced. Library assistants and teachers are subjected to harassing inconveniences to accomplish their work within the same space, yet the demand for these books and for organized information service, both in Schools and community, is increasingly urgent.

To separate the School and the Library would be to impose upon the taxpayer the cost of two library systems instead of one efficiently organized and correlated library educational work for adults and children, for schools and community. In the interests of efficiency and economy, such a situation is to be avoided.

We, therefore, respectfully suggest: That in any educational survey to be made of the City's educational resources, particular consideration be given to adequate public library facilities, and further: That if Branches of the Public Library for School and community are to be maintained in School buildings, suitable conditions for the full public functioning of all necessary departments of a public library be ensured.

For twenty-nine years the Public Library has supplied traveling libraries to the classrooms of the grade schools, and for over twenty years has operated branches of the Public Library in School buildings. Next autumn it is planned to carry forward the special reference service hitherto offered High School students by opening in the Annex a reading room and model High School Library with specially trained assistants in charge.

Thus, although now operated under the more general Public Library law, the tradition of the original foundation as a Public School Library has been maintained by successive Library Boards. With the Librarian's plans for the larger coordination of School and Library relations and the Adult Education movement, the basic foundation for supporting such work in the future must be found in an adequate Library building program.

(Signed)

J. P. LANDIS, *President*ALFRED SWIFT FRANK, Secretary

The Public Museum

The Public Museum is functioning as usual, quietly and thor-

oughly, under Mr. C. L. Sullivan, the Curator.

The work of identifying and classifying (incidentally sometimes cleaning) specimens, which has been going on for two years under Professor W. H. Shideler, of Miami University, was completed last June. As this work could be done only in Professor Shideler's hours of leisure and when his engagements at Miami permitted, progress has been necessarily slow. But six collections, three large, three small, have been "cleaned up" in this manner, with a great improvement in their appearance and a large increase in their usefulness to the public.

A visitor from New York City, representing the National Association of Museums, who was in Dayton some months ago, noted the number of children who were to be seen in the Museum, and commented favorably. From all information Mr. Sullivan can gather, the Dayton Museum outstrips many of its neighbors in adjoining cities in the number of people who use it and also in the cleanness and order of the room, the cases,

and the specimens.

It must always be remembered that we have a Museum especially rich in three things—Indian relics, shells and minerals. The collection of birds is also unusually good. There is an increasing use of these objects, and others in the cases, by classes or groups of school children and older students, with or without teachers. But the full use of them will never be possible, until we have larger quarters, with room for general expansion; and a small auditorium where teachers can talk to a group of pupils to best advantage.

Meetings of the Dayton Audubon Society are held in the Museum, on the first Monday of every month, at 3:30 P. M. Through the instrumentality of the parent body, five Junior Audubon Societies were formed last autumn and have been functioning successfully. They have a membership of this bundred children. The chairman who has charge of this is Miss Edith Stolz. most interesting and important work, is Miss Edith Stolz.

Here, as always, the children are the hope of the future.

While the Audubon Society is not under the control of the Museum Committee, such work as this should rightly be considered as a valuable outgrowth of the Museum and its facilities.

LEILA ADA THOMAS, Chairman, Museum Committee

Report of the Librarian

September 1, 1922-August 31, 1924

To the Board of Trustees of the Dayton Public Library:

As Librarian, I have the honor to submit herewith the sixty-third and sixty-fourth financial and statistical annual reports for the fiscal years ending August 31, 1923 and 1924; together with a review of the growth and activities of the Public Library for the biennial period ending August 31, 1924.

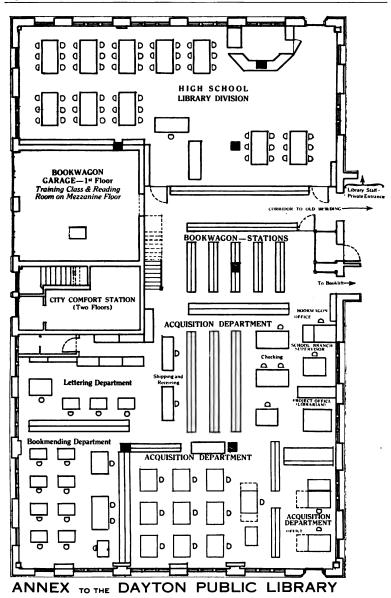
During this time, the work has taken on new character and power both as to the extent of the city territory covered by book distribution and the kind of service rendered to the community as a whole. In our efforts, four objectives have been emphasized: namely, (1) more and better books; (2) a larger and better qualified library personnel; (3) more intensive and specific extension of library facilities both to the general public and to special groups; (4) lastly, the enlargement of library building accommodations at the Main Library and the two Carnegie Branch Libraries to meet the demands of extended use.

Books

The records show that the expenditure for books has been more than double that of the previous biennial period, and has trebled that for 1919 and 1920. The collection of children's books distributed throughout the Library system has been increased to 47,765 volumes, being over three volumes per capita of the official enrollment of grade schools. The fiction collection has been augmented by replacement of worn out books and Valuable and long needed bibliographic aids to book selection, reference and technical books of permanent importance, besides a full complement of current publications in all fields of knowledge have been added to the Main and Branch Of the \$42,742 expended for books and periodicals, \$25,053 were for the Main Library and \$17,689 for the Branch The number of volumes added by purchase was 32,366; by gift 347; total volumes added 32,713. umes now active in all agencies is 152,173.

Library Personnel

Continuous effort on the part of the Librarian in raising the standard of library service through a well qualified staff of



assistants, has finally resulted in an organized body of workers, equipped to do good team work throughout the system. This

means a classified service with each person so informed, trained, and experienced in his particular routine that he can correlate with that of others in the same or different grades of work, and that each one on a fair salary schedule has an opportunity for growth and promotion as his qualifications in scholarship, special training, and experience may justify. Library salary rates based upon a more equitable classification are, at present, considerably more than double those of ten years ago. In the meanwhile, the Staff has grown in numbers and the library functions are far more varied than formerly, as may be seen by the list of departments on a preceding page.



Instead of an occasional or biennial training class of six or eight students, the classes for the past two years have been annual, with an enrollment of 22 to 32 students, some of whom are college graduates. Thus has been maintained a fairly stable supply of junior and clerical assistants of a higher standard of ability and educational qualifications. The aim is to select those who, with college and library training added, would eventually grow into the responsibilities of the higher positions.

Eight persons have gone from this Library to library schools. Three of the present Staff are expecting to take advanced library training. Ten of our junior assistants are pursuing college courses.

In 1923-24, ten library school graduates were added to the Staff, bringing the number of those of professional grade to about 30 per cent. Fifty per cent of the Staff have had at least two years of scholastic or special training beyond high school graduation. All who are not library school graduates have had the Dayton Public Library Apprentice Training Course, for which high school graduation and typewriting are the minimum entrance requirements. Bookmenders and student pages qualify by special courses in their appropriate routines of book inspection, mending, casing, lettering, and shelf care.

Thus from promptly mended books and books in accurate decimal order on the shelves, to the selection of book stock,

cataloging, circulation, and the reference use of books, there must be most thoughtful care of the effect on the public service in the selection, training, and scheduling of the personnel of the Library. For some years past, our Library Apprentice Training Class has supplied the beginner in library work with an elementary knowledge of its tools and vocabulary, but supervision of practice necessarily has been left to individual heads of departments, who are responsible only for the routine of their respective departments.

TIME SCHEDULING IN RELATION TO STAFF

In the past year, a distinct forward step in library staff development and the correlation of work has been taken by placing the daily scheduling upon a progressive basis and centralizing the routing of assignments. After the major departmental assignments have been determined upon for the year, time scheduling for the day, week, or month, embraces the details necessary to maintain an unbroken front to the public in continuous, standard reference and circulation service, which is to be rendered simultaneously at all points of the Library system. It also has to do with controlling the output of work in the seven maintenance departments, prompt functioning of which necessarily influences the ability for Circulation and Reference Departments to serve the public satisfactorily.

Library time scheduling is complicated by the fact that the Library, unlike banks, schools, factories, and business, is open both day and evening, and that our Public Library is now pledged to the public for 434 open hours a week at 42 different points in the city, for 360 days a year. Yet, each of the 83 adult library employees must have his weekly holiday, his Christmas, spring and summer vacations or decennial vacation of three months when due; his time for library meetings; 12 days or more or ill time besides adjustments and exchanges for the cultural opportunities of club and class work. The scheduling of the 40 part-time employees presents still another series of considerations.

In all of this, health, equality of opportunity for all Staff members, their individual personalities and qualifications to satisfy the conditions of the work, must be carefully weighed, even far more than the matter of fitting together hours for lunch, dinner, or evening service. Thus it is a daily recurrent problem to sustain with competent personnel, the broad scope of services that go to make up the simple delivery of books and information

at all hours, to the Library patron. And lastly, while furthering the organization as a whole, the development of the

assistants individually through variety and proper sequence of assignments must ever be considered. Such scheduling can be efficiently done only by a person conversant with the processes, the volume and variety of work to be discharged in the various departments, the personnel in each, their qualifications and characteristics, where and with whom they work best and why. This person must above all have a clear vision of the main obiectives to be attained for the library in its service as a whole, a definite knowledge of how to reach such objectives and a firm



policy that is fairly and considerately applied equally to the needs of the work and the needs of the individual assistant. For the past year, important progress has been made through the daily time schedule in the co-ordination of the work of all departments; in the more symmetrical development of the individual assistants; and in effecting distinct economies in routine production through the special knowledge both of the processes in question, and of the individuals available for the work. plus time of assistants has also been more closely applied to worth while projects than could be possible otherwise. quate forms for maintaining the day's work under stress from unexpected absences and emergencies, which may arise at any point in the library system, have been devised. Time scheduling undertaken in this fashion, we find, secures values in morale, economy, and continuity of operation in the library service, now co-extensive with the city itself.

In the biennial period just closed, the *library agencies requiring time scheduling have been increased from eight to fourteen; the actual library stations rendering service to the public from eight to thirty-four: hence, the immediate urgency and importance of a function so fundamental.

^{*}The total number of library agencies for the distribution of books is 179; this number includes 124 classroom libraries and 17 deposit stations.

Library Extension

It is a startling fact that over 69 per cent of the direct service of the Library to the community is through our extension agencies. New agencies opened during the period under consideration, have been school branch libraries at Harrison, Jackson, and Patterson Schools. In October, 1923, a bookwagon carrying 600 to 900 volumes was placed in operation two days a week in each of three main sections of the city, the object being to cover territory not reached by any Branch Library. The Bookwagon has served 23 to 26 stations, and the total circulation and reference for 11 months has nearly equaled that of two of the larger School Branch Libraries or three of the smaller ones, taken together. Eight School Branch Libraries have circulated over 158,510 volumes in 12 months; the Bookwagon, 39,252 volumes in 11 months.

The separation of the work for children from that of adults at the two Carnegie Branch Libraries by opening large rooms on the ground floor and devoting the former Children's Rooms to the special needs of the student and adult public has resulted in so much larger and more satisfactory use of these libraries, that it is virtually a definite extension of their work and functions.

The Carnegie Branch Libraries as distributing centers for the



Bookwagon service in the East and West ends of the city respectively, are being rapidly brought into form for regional work which may well extend into

the County.

The total home and reading room use for the two-year period closing August 31, 1924, of all library agencies was 1,244,530 volumes. The increased use for the year 1924 over that of 1923 was 161,678 volumes. Detailed information of the circulation and reference work of each fiscal year is embodied in the statistical tables appended.

The greater attention bestowed upon the selection of the reading for children is bearing fruit not



alone in the amount of volumes issued but in the kind of books read. While the number of books for children in the Library system is less than a third of the total volumes, the number of books circulated to children last year was over three-fifths the total circulation. Non-fiction issued to children was 60.3 per cent compared with 37.2 per cent non-fiction issued to adults. With the better facilities for serving adults provided by transfer of high school work to the new annex, this proportion should change.

The per capita cost (tax fund) for library service to adults and children, in 1923 was 69.2 cents and for 1924, 81.6 cents, a figure nearly one-fifth less than the American Library Association standard of \$1.00 per capita.

Library Buildings

The repercussion of successful library extension is a further demand for strengthening the parent institution in books, apparatus, and personnel. All of these must be properly housed. A generation ago the builders of this Library could not foresee the passage of the library from a relatively static institution to a dynamic, expanding force requiring conditions of constant adjustment and enlargement of the organization and functions for the diffusion of knowledge.

Eight years ago, it became apparent that notwithstanding the loss of one-half of the books in the Flood of 1913, the Main Library was becoming overcrowded. Gradually, in the basement, we were obliged to take over the old boiler room, the coal pit, the entries under stone steps, and the corridors without light or outside ventilation, for books and book caretakers and storage. Three times within this period, the Library has been re-arranged within the walls in order to accommodate its activities and extend its service to the public. The shelving capacity has been prebled, impinging seriously upon the rights of the

public for proper reading rooms.

Three times the Librarian has presented to the Library Board her plant embodied in architects' drawings and estimates for enlarging the main building in order to meet the housing needs of pressing current work. Each time the necessity for planning ultimate provisions for an adequate new main building has been emphasized. Lack of funds and general conditions unfavorable to bond issues have delayed proceedings. The final impasse, however, was reached last year when there was no longer room to receive more books on the shelves or to carry forward the work of preparation and cataloging the larger volume of purchases for the Branch Library system.

Plans for relief that had been seriously discussed for some months finally crystallized. On petition to the City Commission the Library Board was granted permission to occupy space in Cooper Park for an auxiliary temporary building of 60 feet by 90 feet. By the advice of the City Planning Board the new building was to be attached to the east wing of the present Main

Library building.

In July last, plans were adopted and the architect instructed to secure bids for a building not to exceed a cost of \$40,000. It is expected that this annex, together with necessary alterations in the old building, will be completed in March, 1925. temporary structure to serve for office and working quarters of the library headquarters building, it will be devoted chiefly to the departments that forward work for the entire library sys-The Book Selection and Order Department, the Bookmending Department, Supplies, Bookwagon, Interloan, including Stations Collections (15,000 volumes), and garage will be housed in it. The south end of the building, 30 feet by 60 feet, will be devoted to the needs of teachers, high school and adult education and to the permanent Library Training Class. The building is so constructed as to admit of mezzanine floor and connects with the Main Library by a corridor allowing for stairway, book-lift, and private entrance for the Library Staff.



The initial book capacity of the annex will be about 25,000 volumes. Important alterations in the Main Library building

will enlarge and improve the Catalog Department which will connect more closely with the Book Order Department, and also enlarge workrooms for the Children's Department, the Printing, and Shelf Departments.

The removal of work for the high schools to the new building will greatly relieve overcrowding in the Main building and reduce handicaps in serving a mixed public of adults and school children. At the same time more specific attention to the needs of high school students will be ensured in the new



annex. The enlargement of the Carnegie Branch Libraries referred to above has involved considerable expenditure from current income, but was essential since the book and reading room capacity in each had reached the limit. The auditoriums on the ground floor although converted into children's rooms now called "Boys' and Girls' Library," will still be available for evening gatherings of at least two hundred people.

The School Branch Libraries as community libraries, have reached their maximum growth in overcrowded school rooms. Although there is a large circulation from each library, books are now standing in double rows on the shelves. There is little possibility of more room for shelving and none whatever for reading room facilities for students. Library service to the public is thus seriously curtailed and at the same time the teachers, though patient and responsive, are unduly pressed by the operation of community libraries in their already crowded classrooms.

A solution of this problem awaits thorough investigation and discussion by the governing boards of the Public Schools and the Public Library. The Librarian has alternate plans to submit when the proper time arrives. Undoubtedly any adequate plan must involve more expenditure of money than at present.

Administration and Publicity

Incidental to attaining a degree of success in the four main objectives cited above, and greatly furthering the growth and







administration of the work during the year, have been the standardization of statistical and accounting forms for all

library agencies, further organization of the Supply Department, the introduction of the multigraph for catalog and office work, and the extension of our means of useful publicity through our Printing Department. Through all of these means, economies have been effected and increased efficiency attained in handling the larger volume of work.

Summary

Such, in broad outlines, have been the objectives of which record may be made as facts accomplished.



While the size of the book collection (152,173 volumes) and the population (*179,785) served by it, naturally classify our Library with the medium sized libraries of the country, it may fairly be said that a library which within a decade has more than trebled its book collection, has thrice enlarged its main library floor area, has launched ten Branch Libraries and a Bookwagon, and is now building a substantial annex to the Main building, has developed and increased the library personnel from ten adults to eighty-three, and has brought the annual income up from \$31,000 to \$191,000 (year ending March, 1925), such a library is probably doing the work of a library larger than the average medium sized library, few of which operate so many and varied lines of work and no one of which has had to encounter destruction by a flood. Therefore, in comparing our per capita cost of 81.6 cents with those libraries expending a less per capita, due allowance should be made for the kind and amount of work carried on by this Library. The dollar per capita standard would have been more nearly approached by this Library had it not become necessary to apply current library income to the relief of acute overcrowding of the Main Library and the two Carnegie Branch Libraries. Meanwhile, it should be noted that the per capita expenditure of 81.6 cents for

^{*}Chamber of Commerce estimate.

library service in Dayton is the city's sole provision for an organized information service and the education and mental refreshment of its entire adult population, to say nothing of the great services which the Library renders continually to the schools and to the child population of the City. This per capita outlay should be compared with the per capita expenditure of *\$19.45 for elementary and secondary education in Dayton.

A number of cities in the country have already passed the \$1.00 per capita for library service. Their appropriations range from \$1.05 to \$1.54 per capita. Dr. W. S. Learned, investigating and reporting upon library problems to the Carnegie Corporation, justly says, "The crucial question for the future of library service is necessarily financial. . . Does public service of distinctive quality and well nigh universal application result in public support?"**

Until Dayton has an adequate central library building for the administration of the city-wide library system and a definite building program for its branch library system, our community work, however excellent, must be regarded as upon a shifting and unstable base.

The chronological record of advanced steps taken by the library which follows, and the appended financial and statistical tables are witness to substantial, even phenomenal growth in scope and volume of library activities. But to the Librarian, "the best is yet to be." These results are but the threshold to amazing and pressing opportunity.

It is hoped to supplement this report by a series of leaflets each of which will be devoted to a description of the work and special achievements of each of the various departments of the library, and will serve to bring these departments into more direct communication with the same in other libraries.

The spirit of service with which the members of the Library Staff are imbued, their devotion, intelligence, and tireless zeal has made an esprit de corps without which the forward movement would be impossible. The Librarian records her deep appreciation and gratitude for their loyalty and effort.

To the members of the Library Board, whose power in final decisions makes them, as it were, the arbiters of the diffusion of

^{*}On basis of 165,000 population.

**W. S. Learned. The American Public Library and the Diffusion of Knowledge.

New York, Harcourt, Bruce & Co., 1924. Page 32.

knowledge through this particular American library in this particular community, grateful acknowledgment is made for their unselfish service and valuable leadership.

Respectfully submitted,
ELECTRA COLLINS DOREN,
Librarian



Dayton Public Library Milestones

A Chronological Summary, 1922-1924

- 1922 September 26—Jefferson School Branch Library closed because more classroom was needed by the school.
 - December 1—Multigraph introduced for office and catalog work.
- 1923 January 10—Harrison School Branch Library opened with 1,832 volumes and 20 periodicals.
 - March 2—Patterson School Branch Library opened with 1,878 volumes and 21 periodicals.
 - March 16—Transfer of Library Fund from County Treasury to Bank Depository, determined by bid under General Code, Section 7640-1. City Trust and Savings Bank becomes depository for period ending January 31, 1924.
 - June 6—East Carnegie Branch Library—new library room on ground floor for boys and girls formally opened. Former children's room on main floor opened as a reference and reading room for adults.
 - July-August—Ninth Library Apprentice Training Class. Enrollment 22 students.
 - September 11—Jackson School Branch Library opened with 1,240 volumes and 21 periodicals.
 - October 1—First Bookwagon carrying 600 volumes was placed in operation at 26 stations in sections of the city not served by any Branch Library.
 - November 1—Printing Department opened.
 - November 11-17—Program for Library Story hour organized for the year.
 - November 23—East Carnegie Branch Library exhibit— East Dayton Civic League.
- 1924 February 1—Dayton Savings and Trust Co. becomes depository for Library funds for the period ending January 31, 1926.
 - February 11—First examination of library ledgers by Examiner of Ohio State Bureau of Inspection and Supervision of Public Offices. Report filed April 22.
 - February 15—Library exhibit of technical books and periodicals at Y. M. C. A. for Foreman's Club; 42 new borrowers registered.
 - February 19—Transfer of General Fund (loan desk re-

1924 ceipts, etc.) and the Building and Repair Fund to Depository Bank.

February 19—Adoption of standard financial ledger

forms, prescribed by Bureau of Inspection of Public Offices for libraries of the State.

March 24—Installation of Gordon press for new Printing Department.

March 29—Library exhibit at food show; 324 new borrowers registered.

April 2—Separation of Library Depository Fund into Current Expense Fund and Building and Repair Fund.

April 24—Organization of Friends of Reading, for "promotion of the pleasures of reading and study, especially for members of the Dayton Public Library Staff."

May—Registration of children of reading age in the public schools, systematically undertaken as a basis for following up vacation reading. Thirty-six schools visited, 1365 library cards issued to new borrowers.

May 3-9—Library exhibit at Builders' Exposition: 166 new borrowers registered

June 16-August 22—Tenth Library Apprentice Training Class. Enrollment, 32 students.

July-August—First general Vacation Reading Contest for children. Five hundred and forty-one entrants enrolled, certificates awarded to 183 winners, 5,477 books read and reviews recited to Children's Librarians.

August—West Carnegie Branch Library—new library on ground floor for boys and girls opened. Former children's room on main floor opened as a reference and reading room for adults. Formal opening September 26.

August 1-31—Lectures on modern literature by Miss Mary Barnicle, English Department, Antioch College, under the auspices of Friends of Reading.

Notable Gifts

Riverdale Current Events Club, through Riverdale		
Welfare Club	\$12	24.79
National Cash Register Co.	40	vols.
A. W. Drury		vols.
Daughters of the American Revolution and Sons of		
the American Revolution	51	vols.
L. E. Limbert.	31	vols.

Financial Report

For Fiscal Year Ended August 31, 1923

Receipts

From taxes and From loan desk Clement R. Gilmo	receipts, etc ore Memorial Bo	ook Fund		112. 1,304.	1922 1922- \$128, 31 2, 48	-1923 665.36 595.83 84.17	Total \$128,665.36 2,708.14 1,388.65
Total	• • • • • • • • • • • • • • • • • • • •	• • • • • • • • •	• • • • • • • • • •	\$1,416.	79 \$131,	345.36	\$132,762.15
		Exp	enditure	S			
				Book-	Total		Grand
Salaries Care of building Labor—Miscelland Supplies	eous	\$58,285.77 4,838.64 30.54	\$17,841.71 2,651.97	10.00	Library \$ 76,127.48 7,490.61	Museum \$1,655.00 487.00	Total \$ 77.782.48
Ōffice		3,106.79			3,106.79	16.62	3,123.41
Other	ghting supplies	149.59			495.00 149.59	13.04 8.30 5.55	709.25 33.91 678.89 2,263.20 495.00 155.14
Contractual Servi	ce and Misc.	372.71	134.92		507.63	78.00	585.63
Insurance Rent (Building)			11.95	11.95	3,000.00	11.95 3,000.00 10.00
Freight and ha	uling	114.43 909.60	33.93 307.48		148.36 1,217.08	100.40	148.36 1,317.48 35.00
Laundry Steam and gas Petty cash		120.50 1,054.75 334.17	57.22 44.20 142.50		177.72 1,098.95 476.67		177.72 1,098.95 476.67
Rent (Building Rent (Garage) Freight and ha Light Water Laundry Steam and gas Petty cash Other Betterment and Furniture, fixture Motor vehicle Exhibits	repairss, machinery	472.48 699.54 2,387.54	$\begin{array}{c} 85.35 \\ 107.71 \\ 1,992.93 \end{array}$	6.00	587.08 807.25 4,386.47	4.20 3.59	591.28 810.84 4,386.47
Books and period	licals	15,324.53	6,181.18	••	21,505.71		21,505.71
*Included with					\$124,846.90	\$5,413.70	\$130,260.60
TOT A TOT A	AL RECEIPTS. AL EXPENDIT	res				32,762.15 30,260.60	
Net	Balance, Augu	ıst 31, 19	23			2,501.55	
Building and Repair Fund							
Bal. on hand Sept. 1, 1922 \$10,332.38	(Accum Receipts-(Inte 1922-1923 \$458.81	erest)		Е	3. C.) Total xpenditure:		Balance ug. 31, 1923 \$10,791.19
Employees' Pension Fund							
	(Beques		00 from W		klin)		
\$ 2,512.62	\$113.50		\$ 2,626.12		• • • • • • • • •		\$ 2,626.12

Financial Report For Fiscal Year Ended August 31, 1924 Receipts Bal. on hand Sant 1 1923

From taxes and interest on de From loan desk receipts, etc Clement R. Gilmore Memorial Book Endowment Fund	taxes and interest on deposits. Sept. 1, 1923 1923—1924 167,255.38 1 loan desk receipts, etc. 1,196.73 3,294.28 ent R. Gilmore Memorial Book Fund 1,304.82 78.30 Endowment Fund 124.79					Total \$167,255.38 4,491.01 1,383.12 124.79
Total				55 \$170	752.75	\$173,254.30
Expenditures						
		Branch	Book-	Total		Grand
OPERATING TENENCE	Main	Libraries	wagon	Library	Museum	Total
OPERATING EXPENSE	69 595 70	₹90 918 1Q	\$2 461 08	e 09 905 97	e 1 055 45	e 05 061 99
Salaries\$ Building care	6.105.97	2.788.66	φυ,τυι.σο .	8.894.63	492.00	9.386.63
Office Fuel Motor vehicle Cleaning and lighting. †Printed Library of Congress cards Other Contractual Service Telephone Insurance Rent (Building) Rent (Misc.) and taxes. Freight and hauling. Light and power. Water Laundry Steam and gas Other Miscellaneous—Petty cash. MAINTENANCE	2,310.89	400 00	' *	2,310.89	3.07	2,313.96
Motor vehicle		430.86	180 30	180.86		430.86 180.30
Cleaning and lighting	624.14		1	624.14	8.83	632.97
†Printed	2,498.38		• • • • • • • • • •	2,498.38	7.25	632.97 2,505.63
Library of Congress cards	800.00			800.00		800.00
Contractual Service	102.34		• • • • • • • • •	102.34	9.97	167.91
Telephone	347.37	122.51		469.88	81.50	551.38
Insurance	302.40	333.00	24.22	659.62		659.62
Rent (Building)					3,050.00	3,050.00
Freight and hauling	140 30	49 00	00.00	120.00		128.00 189.30
Light and power	1,060.40	319.84		1.380.24	104.56	1.484.80
Water					35.00	35.00
Laundry	70.23	40.34	• • • • • • •	110.57		$110.57 \\ 1.258.90$
Other	59.40	99.99 18.65	37 48	1,208.90	1.25	1,258.90
Miscellaneous—Petty cash	333.58	151.50	4.00	489.08		489.08
MAINTENANCE						
Buildings	190.76	1,064.11	• • • • • • •	1,254.87	• • • • • • •	1,254.87
Equipment Furniture, machinery, etc Motor vehicle Fixtures: Pl. Ht. El Other Binding	183.20	36.84		220.04	1.50	221.54
Motor vehicle			43.92	43.92		43.92
Fixtures: Pl. Ht. El	90.07	15.20		105.27	• • • • • • •	105.27
Otner	935 96	884 99	• • • • • • •	1 820 95	• • • • • • • •	221.54 43.92 105.27 1.75 1,820.95
OUTLAY	000.00	001.00				
Buildings						
Equipment	E 414 00	1 051 91	100 59	7 949 99		7 949 99
Motor vehicle	5,414.96	1,001.01	805.96	805.96		805.96
Fixtures: Pl. Ht. El	72.06	37.92		109.98		109.98
Equipment Furniture, machinery, etc Motor vehicle Fixtures: Pl. Ht. El Other Books and periodicals	18.86	36.12	25.22	80.20	• • • • • • •	80.20
Total\$	102,352.78	\$39,762.58	\$4,831.61	146,946.97	\$5,645.98	\$152,592.95
Amount appropriated to Buildi	ne and F	Rengir Fun	d			. \$ 19,231.44
TOTAL RECEIPTS	3			\$1'	73.254.30	
TOTAL EXPENDI	TURES		\$152,	592.95		
TOTAL APPROPR	IATED		19,	231.44 1	71,824.39	
TOTAL RECEIPTS TOTAL EXPENDIC TOTAL APPROPR Net Balance, Aug	rnst 31 1	924			1.429.91	
+Includes printers' salaries	*Include	Al writh Mis	in		2,120101	
## Tincludes printers' salaries. *Included with Main. Building and Repair Fund						
<i>B</i> i	uuaing (una Kep	uit rung	<i>i</i>		
(Accur	mulated t	inder Secti	on 7638 G	Total	1	Ralance
Sent. 1. 1923 1923-1924	1923	-1924	Receipts	Expendi	tures A	ug. 31, 1924
\$10,791.19 \$695.33	\$19,	231.44	\$30,717.96			\$30,717.96
Employees' Pension Fund (Bequest of \$2,000 from W. J. Conklin)						
(Bequest of \$2,000 from W. J. Conklin) \$ 2.626.12 \$120.33 \$ 2,746.45 \$ 2,746.45						
(Beque \$ 2,626.12 \$120.33	, ,	·	\$ 2.716.45			\$ 2,746.45

Dayton Public Library

	31,1923
	31
)	August
	Ended
	Year
	б
	Service
•	Library
	ó
	Statistics

	.8 volume 3.7 times 3.04 volumes	Questions v. Total	61 60,679 	37 87,582	764 28.8 28.8 28.8 28.8 56.9 56.9 56.9 1144.26 11,922 1,509 1,922 1,609 1,142
	3.6	Reference Questions Adult Juv. To	46,418 4,261 6,825 6,060 6,825 2,672 5,816 12,244	62,345 25,237	
	eg .	Per Cent Service, Agencies Ac	1.92 46, 1.92 81 15.16 6, 25,10 5, 25,10 5, 25,10	100.00 62,	ssued
	es per capita tive	Total Vols. Pe Home and S R. R. Use A	228.740 10,424 4,379 82,076 135,914 2	541,426 10	books is reference on issue on issue or adults August August August drawn italoged, italoged, italoged, italoged,
1923	Average number of volumes per Turn-over per volumes active Volumes used per capita		91,940 	144,593	Per cent juvenile books Per cent juvenile referencent juvenile referencent non-fiction issue cent non-fiction issue cent non-fiction issue cent fiction for adult volumes active, August Volumes active, August Volumes received by Volumes received by Volumes withdrawn Volumes withdrawn New volumes cataloged New volumes cataloged New volumes cataloged Cliff Library volumes received by Cliff Library volumes received by Volumes cataloged New volumes cataloged Cliff Library volumes received by Cliff Library volumes re
Statistics of Library Service for Year Ended August 31, 1923	Average number of volur Turn-over per volumes a Volumes used per capita	Total Home Use	136,800 10,424 4,379 4,379 59,871 125,633	396,833	B Per
r Ended A	Avera Turn- Volun	U.S.	40,490 10,424 33,804 37,490 98,929	221,137	ays and one legal holiday for Main Library reading 402.7 vols. 1296 Vols. 24.8.9 GENERAL Total Total Total Libraries Adult Juv. Total Libsopol Br. Total Juv. Total Libsopol Br. Total Juv. Total Juv. 1990 2.955 2.865 4.899 18.254 9.355 2.2609 1.185 1.206 2.382 18.254 9.355 2.2609 1.187 1.999 1.432 1.647 4.643 3.627 8.270 8.10 330 —64 1.047 1.113 1.010 2.128 repaired, 91.794; volumes sent to Bindery, 2,899.
ce tor Yea		Home Adult	96,810 4,879 26,067 22,145 26,704	175,696	Main Librar BRAL STAT Total Total Juv. 18,254 9,35 6,613 6,648 3,624 4,648 1,113 1,011 to Bindery,
rary Servi	7 cents 2 cents cents	Total Volumes Active	71,660 14,364 8,492 1,606 11,551 11,551 25,297	144,268**	Tools. Tools. GENERAL STATISTI GENERAL STATISTI GENERAL STATISTI GENERAL STATISTI GENERAL STATISTI GENERAL STATISTI 185 1.266 2.882 18.254 9.356 18.55 14.3 18.7 18.8 18.9 18.27 18.3 18.9 18.2 14.4 18.3 18.9 18.3 18.9 18.3 18.9 18.3 18.9 18.3 18.9 18.3 18.9 18.3 18.9 18.3 18.9 18.3 18.9 18.3 18.9 18.3 18.9 18.9 18.3 18.9 18.3 18.9 18.3 18.9 18.3 18.9 18.3 18.9 19.7 19.1 18.3 19.3 18.9 19.7 19.1 18.3 19.3 19.3 19.7 19.7 19.7 19.7 19.7 19.7 19.7 19.7
tics of Lib	69.2 3	Per Cent Cost by Agencies	71.59 6.57 6.57 6.50 10.28 .49 .21 4.16	100.00	d one legal holiday for the state of the sta
Statis	Room use	Expendi- tures all Sources	. \$93.250.71 luded in above luded in above luded in above 18,557.44 13,390.38 280.03 5,413.70	.\$130,260.60	ays and one leg ays and one leg 402.7 vols. 1296 vols. 1296 vols. 1890 2.955 4.399 1.136 4.197 994 810 330
	Cost per volume Home and Reading Rocost Descriper capita, population of 177,986.	AGENCIES	Main Library Administration, etc \$ Classroom Libraries Include Deposit Stations Include Medical Library Include East Carnegie Branch Library Nest Carnegie Branch Library School Branch Library School Branch Libraries Extraordinary Expense—E. Carnegie: Extraordinary Expense—E. Carnegie: Museum	Total\$1:	*Initial cost: inoperative until October 1, 1924. *Does not include books in preparation. *See also Extraordinary Expense. Open 306 days for circulation, 52 Sundays and days for circulation, 52 Sundays and Average daily reading room use. Average daily reference work only). Average daily reference questions 1239 Average daily reference questions 244. Registration: 2439 11.899 2. New borrowers active 11.899 2. New borrowers registered 4.399 1. Renewals during year 6.08 Oellaquent motices and visits. Dellaquent motices and visits. Dollaquent motices and visits. Dollaquent motices and visits. Volumes inspected, 417,317; volumes repaired,

Dayton Public Library Statistics of Library Service for Year Ended August 31, 1924

Statistics of Library Service for Year Ended August 31, 1924 at Average number of volumes per capita	Expendi- Per Cent Total Total Total Total Vols. Per Cent Reference Que Total Total Vols. Per Cent Reference Que Sources Agencies Active Adult Juv. Use Room Use R. R. Use Agencies Adult Juv.	18,950.52* 64.86 72,153 92,233 38,858 131,091 82,973 214,064 30,45 74,972 10 above	m. ber cent juvenile books issued	t Carnegie fic. East 1.466 1.466 1.457 1.457 1.487 1.87 1.87
Library (Tax Fund only) Cost per volume, Home and Reading R Cost per capita, population of 179,785 Museum: Cost ner capita.		i Main Library Administration, etc. Classroom Libraries Deposit Stations Medical Library Medical Library Included East Carnegie Branch Library Tweet Carnegie Branch Library School Branch Library Thookwagon Service Expense: Expense: Bookwagon 805.96 Museum Total	Amount appripriated to Building and Repair Fund	daily reference que flon: rrowers active rowers registered during year yer preceding year. yor preceding year. in notices and visite nt notices seiv. Binelines seiv. Binelines seiv. Binelines seiv. Binelines seiv. Binelines seiv. Richtes seiv. Richtes

Dayton Public Library Statistics

ARRANGED ACCORDING TO AMERICAN LIBRARY ASSOCIATION REVISED FORM

ANNUAL REPORT FOR YEAR ENDED AUGUST 31, 1923

Name of Library, Dayton Public Library and Museum.
City, Dayton: State, Ohio.
Name of Librarian, Electra Collins Doren.
Date of founding, 1860.
Population served, 177,968 (Chamber of Commerce estimate).
Assessed valuation of city, \$231,373,170 (1922).
Assessed valuation is 60% of true cash value.
Rate of tax levy for library purposes, .592 mill.
Terms of use, free to citizens of Dayton. To residents of Montgomery county, 25 cents per month.
Total number of agencies, 93.
Consisting of—Central Library, 1.

Branches 9: two occupy separate Carnegie buildings.
Sub-branches 1—(Medical library).
Stations 11.

Other agencies, 71 classroom deposits.
Number of days open during year (Central Library), 306 week days.
Reference use only, 52 Sundays and 1 legal holiday.
Hours open each week for lending (Central Library), 72.
Hours open each week for reading (Central Library), 79.

Book Stock

Number of volumes at beginning of year	2,771	Juvenile 32,002 15,856	Total 127,118 18,627 445
Total	98,332	47.858	146,190
Number of volumes lost or withdrawn	. 77	1.845	1,922
Total number at end of year	98.255	46.013	144,268
Number of volumes in Reference Dept Number of pamphlets at beginning of year, no Number of pamphlets added, no record. Number of pamphlets withdrawn, no record. Total number of pamphlets at end of year, no Number of pictures, photographs and prints at Total number of pictures, photographs and prints at Total number of pictures, photographs and prints at Total number of pictures, protographs and prints at Number of newspapers, periodicals, proceeding societies currently received, titles 419, co	o record. o decord. idded duri ints at end b books. ngs 2nd t	of year, no	record.

	ENNIAL REP	ORT 1923-1924		Page 29
	Use			
	230	Adult	Juvenile	Total
No. of volumes of fiction le	nt for home t	ise 110,697	108,472	219,169
Total number of volumes le			221,137	396,833
Per cent fiction lent of tot			49%	55%
Circulation per capita (Hor				
Circulation per capita (Hon				
Number of pictures, photog				
Other circulation (sheet m				o record.
Number of persons using 1				3
Number of persons using i	•	_	ay, no record	a.
	Registra			
		Adult	Juvenile	Total
Number of borrowers regist			4,637	10,393
Total number of registered	borrowers	13,254	9,355	22,609
Registration period, 2 years				
Per cent registered borrowe		ion served, 1	2.7.	
<u> </u>	Staf			
Number of Staff, Library			nages and	apprentices
Number of Staff, Library		ion cimic, T	- Pages and	apprentices.
Aumber of Stair, Samitor				
	Finan			
	RECEIPTS		_	
ocal taxation			•	
Invested funds				425.00
Membership fees (County))	· · · · · · · · · · · · · · · · · · ·		112.00
ines	• · · · · • • · · · · • • · · · · • • · · · • • • · · · • • • • · · · • • • · · · • • • · · · • • • · · · · • • · · · · • • · · · · • • · · · · · • • · · · · · · • • · · · · · · · · · • ·			2,163.32
nterest on deposits-				
Gilmore Memorial Book	Fund	· · · · · • • · · · · • • • • · · · •		84.17
Tax Fund		. 		987.59
Building and Repair Fun				33.81
Other sources				320.51
other bources				
Total			2	131.804.17
Unexpended balance from				1,749.17
Du't d'annual Dansie Frank	Investment			
	III vestillellt			10,000.00
building and Repair Fund				
				143,553,34
Building and Repair Fund Grand total			\$	143,553.34
	PAYMENT	rs for		
Grand total	PAYMENT		\$ Mus	
Grand total Library—Operating	PAYMENT Main	TS FOR itenance	Mus	
Grand total Library—Operating Librarians' salaries	PAYMENT Main \$76,127.48	rs for		
Grand total Library—Operating Librarians' salaries	PAYMENT Main \$76,127.48	TS FOR itenance	Mus	
Grand total	PAYMENT Main \$76,127.48	TS FOR itenance	Mus	
Grand total	PAYMENT Main \$76,127.48 21,505.71	TS FOR itenance	Mus	
Grand total	PAYMENT Main \$76,127.48 21,505.71 2,271.56	TS FOR itenance	Mus \$1,655.00	
Grand total	PAYMENT Main \$76,127.48 21,505.71 2,271.56 6,006.28	TS FOR itenance	Mus	
Crand total	PAYMENT Main \$76,127.48 21,505.71 2,271.56 6,006.28 33.91	TS FOR itenance	Mus \$1,655.00	
Library—Operating Librarians' salaries	PAYMENT Main \$76,127.48 21,505.71 2,271.56 6,006.28 33.91 3,782.39	TS FOR itenance	Mus \$1,655.00	
Library—Operating Librarians' salaries	PAYMENT Main \$76,127.48 21,505.71 2,271.56 6,006.28 33.91	TS FOR itenance	Mus \$1,655.00	
Library—Operating Librarians' salaries	PAYMENT Main \$76,127,48 21,505,71 2,271.56 6,006.28 33.91 3,782.39 566.55	TS FOR itenance	Mus \$1.655.00 30.47 7.00	
Crand total Library—Operating Librarians' salaries Books and periodicals Binding Supplies, stationery, printing, etc. Supplies, motor vehicle Furniture, equipment, etc. Motor vehicle Telephone, postage, freight, express, hauling	PAYMENT Main \$76,127.48 21,505.71 2,271.56 6,006.28 33.91 3,782.39 566.55 824.15	TS FOR itenance	Mus \$1,655.00 30.47 7.00 78.00	
Crand total Library—Operating Librarians' salaries Books and periodicals Binding Supplies, stationery, printing, etc. Supplies, motor vehicle Furniture, equipment, etc. Motor vehicle Telephone, postage, freight, express, hauling	PAYMENT Main \$76,127,48 21,505,71 2,271.56 6,006.28 33.91 3,782.39 566.55	TS FOR itenance	Mus \$1.655.00 30.47 7.00	
Library—Operating Librarians' salaries	PAYMENT Main \$76,127.48 21,505.71 2,271.56 6,006.28 33.91 3,782.39 566.55 824.15	TS FOR itenance	Mus \$1,655.00 30.47 7.00 78.00	

Page 30	DAYTON PUI	BLIC LIBRARY	<u> </u>		
	Finance—Co	ntinued			
	PAYMENT	S FOR			
M Building—Maintenance	aintenance		M	luseum	
Janitors and wages, etc \$ Cleaning and lighting sup-	7,490.61		\$	487.00	
plies and equipment Building repairs and minor	665.85			13.04	
alterations	1,131.30		•	000.00	
Rent Heat and light	3,025.28		3,000.00* 100.40*		
Total	\$	12,313.04			\$3,600.44
Total maintenance expens	ses\$	124,566.87			\$5.413.70
	Extra	orđinary			
Unusual expenses		280.03			
Total					\$5,413.70
Grand total		\$	13	0,260.6	0
Maintenance expenditure per Maintenance expenditure per Maintenance expenditure per	capita (all f	unds)—Li	bra	ry	\$.699

^{*}Includes heat. **Light only.

Dayton Public Library Statistics

ARRANGED ACCORDING TO AMERICAN LIBRARY ASSOCIATION REVISED FORM

ANNUAL REPORT FOR YEAR ENDED AUGUST 31, 1924

Name of Library, Dayton Public Library and Museum.

City, Dayton; State, Ohio.

Name of Librarian, Electra Collins Doren.

Date of founding, 1860.
Population served, 179,785 (Chamber of Commerce estimate).

Assessed valuation of city, \$235,673,560 (1923). Assessed valuation is 66% of true cash value.

Rate of tax levy for library purposes, .823 mill.

Terms of use, free to citizens of Dayton. To residents of Montgomery county, 25 cents per month.

Total number of agencies, 179.

Consisting of—Central Library, 1.

Branches 10. Two occupy separate Carnegie buildings.
Sub-branches 1 (Medical library).
Bookwagon, 23 to 26 stations.

Stations, 17.

Other agencies, 124 classroom deposits (26 schools).

Number of days open during year (Central Library), 306 week days.
Reference use only, 53 Sundays and 2 legal holidays.
Hours open each week for lending (Central Library), 72.
Hours open each week for reading (Central Library), 79.

Book Stock

Book Stock		
Number of volumes at beginning of year 98,255 Number of volumes added by purchase 6,794 Number of volumes added by gift 109	3,605	Total 144,268 10,399 109
Total		154,776 2,603
Total number at end of year	2,889	152,173 25,916
Total number of pamphlets at end of year, no record Number of pictures, photographs and prints added du Total number of pictures, photographs and prints at e Other additions, atlases and maps classed with books Number of newspapers, periodicals, proceedings and societies currently received, titles 437, copies 1.7	rring year, no nd of year, no transactions 249.	o record.

Number of publications issued during year—Booklists limited to book-mark and vest-pocket size, 12 titles.

Use

Adult	Juvenile	Total
No. of volumes of fiction lent for home use 124,613	3 121,826	246,439
Total number of volumes lent for home use 198,493	7 307,134	505,631
Per cent fiction lent of total volumes lent 62.7 %	39.6%	48.7%
Circulation per capita (Home use)		2.8 vols.
Circulation per capita (Home and Reading Room use	e)	3.9 vols.

Number of pictures, photographs and prints lent for home use, no record. Other circulation (sheet music, clippings, etc.), no record. Number of persons using library for reading and study, no record.

Registration

	Adult	Juvenile	Total
No. of borrowers registered during year	6,871	7,526	14,397
Total number of registered borrowers	14,505	12,685	27,190
Registration period, 2 years. Per cent registered borrowers of population	served, 15	•	

Staff

Number of Staff, Library Service, 83 full time; 40 pages and apprentices. Number of Staff, Janitor Service, 7.

Finance

RECEIPTS FROM

Local taxation Invested funds	
Membership fees (County)	. 131.00
Fines	. 2,481.83
Gifts	. 124.79
Interest on deposits—	
Gilmore Memorial Book Fund	. 78.30
Tax Fund	
Building and Repair Fund	
Other sources	
Total	\$171.448.08
Unexpended balance from previous year (includes Building and Repair Fund balance)	
Grand total	\$184,740.82

${\it Finance}-{\rm Continued}$

PAYMENTS FOR

		aintenance	Мι	ıseum
Library—Operating Librarians' salaries		.	61 055 45	
Books and periodicals	21 236 69	Curator	\$1.800.40	
Binding				
Supplies, stationery, print-	1,620.93			
ing, etc	5,771.611	•	15.89	•
Supplies, motor vehicle	180.30		15.07	
Furniture, equipment, etc.	2.917.84		1.50	
Motor vehicle	43.92		1.50	
Telephone, postage,				
freight, express and hauling	862.73		81.50	
Other items	1,299.25		36.25	
Total		\$127,339.15	•	\$1,990.59
Building—-Maintenance				
Janitors, wages, etc \$	8.894.63	\$	492.00	
Cleaning and lighting sup-				
plies and equipment	624.14		8.83	
Building repairs and minor alterations	414 97			
			3.050.00*	k
Rent	3 070 44		104.56	
Other items			101.50	
-				
Total		\$ 13,218.89		\$3,655.39
Total maintenance exper	1ses	\$140,558.04		\$5,645.98
		Extraordinary		
Repair to building\$	950.00			
Furniture	4 632 97			
Motor vehicle	805.96			
Total		,		
Total Grand total		\$146,946.97 \$	152,592.95	\$5,645.98 5
Amount appropriated to				
Building and Repair Fu	ınd	\$ 19,231.44		
Maintenance expenditure pe	er volume o	f circulation (Home Use)	\$.277
Maintenance expenditure pe	er capita (a	ll funds) Libr	ary	\$. 78
Maintenance expenditure p	er capita (a	ll funds) Mus	eum	\$.031

[†]Includes printers' salaries. *Includes heat. **Light only.

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65TH ANNUAL REPORT

THE DAYTON PUBLIC LIBRARY AND MUSEUM

DAYTON, OHIO





	•	

THE DAYTON PUBLIC LIBRARY AND MUSEUM

65TH ANNUAL REPORT

BEING FOR THE YEAR ENDED AUGUST 31, 1925 AND FOR THE FOLLOWING FOUR-MONTH PERIOD ENDED DECEMBER 31, 1925 COMBINED



DAYTON, OHIO 1 9 2 5

Library Board Officers and Committees

LIBRARY BOARD, 1925

Daniel Blau	ţΛ	lber	t Ker	n	Will	iam P	rinz	J. G.	C. Schenck
		(Succeed	ed in o	ffice by I	Daniel 1	Blau)		•
**Alfred Swift	Frank		•					Secretar	y-Treasurer
*Leila Ada Tho	más		•		•	•		. Vic	e-President
J. P. Landis	•	•	•	•	•	•	•	•	President

LIBRARIAN

Electra Collins Doren

LIBRARY COMMITTEES, 1925

REPAIRS AND SUPPLIES Messrs. Blau, Prinz and Frank LAW AND LEGISLATION Messrs. Frank, Kern and Blau

FINANCE
Messrs. Prinz, Kern
and Schenck

MUSEUM
Miss Thomas, and Messrs. Kern
and Prinz

SCHOOL AND BRANCH LIBRARIES
Messrs. Prinz, Schenck and Miss Thomas

BOOKS, BINDING AND PERIODICALS
Messrs. Frank, Landis and Miss Thomas

^{*}Term expired November 21, 1925. Succeeded by Miss Mary Frances Peirce.

*Resigned. Miles H. Krumbine appointed to fill unexpired term.

†Decessed. Brainerd B. Thresher appointed to fill the unexpired term.

Darton Public hite.

1925 Library Directory

MAIN PUBLIC LIBRARY

215 East Third Street Telephone Main 2260 Open Week Days, 9:00 A.M. to 9:00 P.M.; Sundays, 2:00 P.M. to 9:00 P.M.

CARNEGIE BRANCH LIBRARIES

East Carnegie Branch Library Open Week Days, 12:00 m. to 8:30 P. m. 2160 East Fifth Street Telephone East 466

West Carnegie Branch Library Open Week Days, 12:00 m. to 8:30 p. m.

1612 West Fifth Street Telephone Main 1007

SCHOOL BRANCH LIBRARIES (Afternoon and Evening Service)

Allen Brown Cleveland Emerson Alaska Street Parkwood Drive Pursell Avenue Hickory Street Mondays, Wednesdays, and Fridays Mondays, Wednesdays, and Fridays Mondays, Wednesdays, and Fridays Mondays, Tuesdays, Wednesdays, Thursdays, and Fridays

Harrison Jackson Patterson Whittier Germantown Street Abbey Avenue Wyoming Street Miami Chapel Road

Tuesdays and Thursdays
Tuesdays and Thursdays
Mondays, Wednesdays, and Fridays

Tuesdays and Thursdays

BOOKWAGON

East Division Mondays and Tuesdays
East of Findlay Street to Corporation Line, Huffman Hill, and Southeast Dayton

West Division Thursdays and Fridays South of Wolf Creek to Corporation Line, Edgemont, and Fairview

MEDICAL LIBRARY

Fidelity Building Telephone Garfield 2309 Dr. H. S. Jewett, Librarian, 10:00 A.M. to 12:00 M.; 2:00 P.M. to 6:00 P.M.

MUSEUM

Harbottle Building, Second Floor Telephone Garfield 268 Except Wednesday afternoons, 9:00 A.M. to 12:00 M.; 1:00 P. M. to 5:00 P. M. Sundays, 2:00 P. M. to 5:00 P. M.

Dayton Public Library Staff, 1925

Electra Collins Doren					Libraria	Ω
•	DEPA	RTME	NT HE	ADS		
Edith Hoborn .		•			Accounts and Statistic	3
Cora M. Ewell .	•	•			Supplie	
Elizabeth B. Doren .	•	•			Acquisitio	n
Virginia Hollingsworth				Ca	talog: Books for Adult	cs
Frederick H. Cook .	•			R	eference and Technolog	y
Grace Goodale Keator	. Т	rainir	ng Cla	ss ac	nd Reference, Main Floo	T
Bessie M. Janes .			7.		High School Divisio	n
Mary E. Althoff .		•			Main Library Circulatio	n
Maud L. Weller .		Child	ren's `	Wor	k and Children's Catalo	g
Helen M. Tattershall	East (arne	gie Br	anch	Library and Bookwago	n
Janet L. Hannaford	West	Carn	egie I	Branc	ch Library and Superviso	r
		0	f Scho	ool E	Branch Libraries	
Alice Kile Neibel .	•	•	•	•	She	_
Theresa C. Walter .	•	•	•	•	Book Repa	
M. A. Nafe	•	•	•	•	Printin	g
	SEN	OR A	SSISTA	NTS		
Carrie Bench	•	•	•		Catalo	
 Reba Boomershine 	•	•	•	•	East Carnegie Branc	
Louise Butler	•	•	•		West Carnegie Branc	
Mrs. Helen Costello	•				ool Branch and Reference	
Emma Davis	•	Ma	in and	l We	est Bookwagon Division	LS
Jane B. Errett		•	•		Catalo	g
Margaret T. Grant .		•	•		Catalo	g
Julia Hahn			•		Catalo	g
Harriet Irwin					Reference, Second Floo	Œ
Martha Ann Jones .	•				. Children's Roor	n
Marion M. King .			•		East Carnegie Branc	h
Mildred A. Linskey .					High School Divisio	Ω
Hazel Merry					Acquisitio	Ω
Maude S. Miles .					West Carnegie Branc	h
Gertrude Nash .						
Ciciliane Hami	•		Hi	gh S	chool and School Brance	h

SENIOR ASSISTANTS—CONTI	ATT TREES	
Elsie Pack		Acquisition and Reference
Helen Pearson		Reference, Second Floor
*Mrs. Lena Adams Rupper	t	West Carnegie Branch
Carrie E. Toedte .		School Branch Book Care
*Bertine E. Weston .		Children's Room
Grace L. Althoff .	A	SSISTANTS Main Circulation
	•	
Mrs. Janice Bach	•	
Louise M. Gleim .	•	Shelf and School Branch
G. Lillian Horn .	•	Allen School Branch
Thesel P. Howe .	•	. Business Office and Stenographer
Clara Hueffelman .	•	. Bookwagon and School Branches
Louis Keyer	•	Bookwagon
Ruby D. Mulford .	•	West Carnegie Branch
Mrs. Nellie G. Mumma	•	West Carnegie Branch and Bookwagon
Marie Nordholt .		Catalog
*Ruth A. Osgood .		Main Circulation
*Treva Pearson		Reference and School Branch
Eliza Pickle		Main Circulation and School Branches
Katherine B. Saunders	•	Acquisition
Pauline Schroy		Reference, Main Floor
Edith K. Stork		Business Office and Supply
Catharine E. Suber .		Children's Room and School Branches
Robin Vail		Children's Room
Clara Wiedmann .		Catalog and School Branch
Gwendolyn Woodall		Acquisition
C	•	•
†Hilda P. Albaugh .	JUNIO	OR ASSISTANTS Acquisition
Edward C. Colby .	•	Reference, Second Floor
*Clara DeVille	•	Acquisition
	•	
Dorothy Greene .	•	Acquisition
Miriam Hoebner .	•	
Mary C. Hoying .	•	Catalog
Sarah Kaplan	•	. Business Office and School Branches
Bonita Kinsey	•	Children's Room
Mrs. Minnie Duke Kline	•	Main Circulation and School Branches
*Resigned.		

^{*}Resigned. †On leave of absence for college.

JUNIOR ASSISTANTS—CO	NTINU	ED						
Isabelle Krehbiel .	. 1	Main C	ircula	ation a	ınd E	ast Ca	ırnegi	e Branch
Anna Milinkovits .							_	Branches
†Katharine E. Myers.								quisition
Susie U. Neff		. 1	Busin	ess Of				Branches
Esther Nichols							Ac	quisition
†Cecilia Schoff		M	ain Ci	irculat				Branches
Ellen Seifert								Branches
Clytie Strahler								's Room
*Mrs. Harriet Stansell								Shelf
Edward Trangenstein								Printing
Lillian Van Harlingen					•		Ac	quisition
Ranald Wolfe	•				Catal	og an		okwagon
								6
4 . 6 . 1		OOK-M		RS		_		1
Annie Cavender		a Kun						Walter
Leona Dunkel		Irena		itchell				Wittman
Mrs. Mary A. Knaub		иу Оw				Anı	na Wo	olf
ı	Mrs. Pa	uline S	S. von	Freib	erg			
Students and substitute	s, 12;	pages,	34 (8	Serve 1	half ti	i me o	nly).	
Students and substitute		_			half ti	ime o	nly).	
		EDICAL	LIBRA	ARY			•••	d Society
Students and substitute Dr. H. S. Jewett .		EDICAL	LIBRA	ARY			•••	d Soci ety
Dr. H. S. Jewett .		EDICAL	LIBRA	ARY			•••	_
Dr. H. S. Jewett . Charles L. Sullivan .		EDICAL	LIBRA	ARY			•••	Curator
Dr. H. S. Jewett .		EDICAL	LIBRA	ARY	y Cou		•••	_
Dr. H. S. Jewett . Charles L. Sullivan .		EDICAL	LIBRA Montg	ARY gomer	y Cou		•••	Curator
Dr. H. S. Jewett . Charles L. Sullivan . Joseph W. Clem . Edward Y. Harvey		MUS BUILDIN	LIBRA Montg	ARY gomer	y Cou		fedica	Curator Janitor
Dr. H. S. Jewett . Charles L. Sullivan . Joseph W. Clem . Edward Y. Harvey Charles High		MUS BUILDIN	LIBRA Montg BEUM	ARY gomer	y Cou		fedica	Curator Janitor
Dr. H. S. Jewett . Charles L. Sullivan . Joseph W. Clem . Edward Y. Harvey Charles High James Thomas		MUS BUILDIN	LIBRA Montg BEUM	ARY gomer	y Cou		fedica Mai	Curator Janitor Library Library
Charles L. Sullivan . Joseph W. Clem . Edward Y. Harvey Charles High James Thomas *Lewis Horst		MUS BUILDIN	LIBRA Montg BEUM	ARY gomer	y Cou		fedica Mai Mai	Curator Janitor n Library n Library n Library
Dr. H. S. Jewett . Charles L. Sullivan . Joseph W. Clem . Edward Y. Harvey Charles High James Thomas *Lewis Horst Michael Paetschke .		MUS BUILDIN	LIBRA Montg BEUM	ARY gomer	y Cou		Mai Mai Mai Mai	Curator Janitor n Library n Library n Library n Library
Dr. H. S. Jewett . Charles L. Sullivan . Joseph W. Clem . Edward Y. Harvey Charles High . James Thomas *Lewis Horst . Michael Paetschke . Edward Ricker		MUS BUILDIN	LIBRA Montg BEUM	ARY gomer RE	y Cou	inty M	Mai Mai Mai Mai Branc	Curator Janitor Library Library Library Library Library Library
Charles L. Sullivan Joseph W. Clem Edward Y. Harvey Charles High James Thomas *Lewis Horst Michael Paetschke Edward Ricker William L. Winfield		MUS BUILDIN	LIBRA Montg SEUM	RE East West	y Cou	inty M	Mai Mai Mai Mai Branc Branc	Curator Janitor Library Library Library Library Library Library
Dr. H. S. Jewett . Charles L. Sullivan . Joseph W. Clem . Edward Y. Harvey Charles High . James Thomas *Lewis Horst . Michael Paetschke . Edward Ricker		MUS BUILDIN	LIBRA Montg SEUM	RE East West	y Cou	inty M	Mai Mai Mai Mai Branc Branc	Curator Janitor Library Library Library Library Library Library

Report of the Library Board

To the Honorable, The Board of Education of the City of Dayton, Ohio, Ladies and Gentlemen:

In transmitting herewith the report of the operations of the Dayton Public Library for the fiscal period ended December 31, 1925, we would draw your attention to the significance of the figures presented in the statistical summaries submitted by the Librarian and also to her recommendations for extending the usefulness of the Library and the Museum.

The increasing demand of the public for Library service as evidenced by the phenomenal Library growth of the past five years obviously must be met by better facilities in branch libraries both as to a larger number of them and as to their equipment with adequate reading rooms. At present, with restricted hours, overcrowded conditions and practically no reading-room equipment possible in the eight School Branch Libraries, we are unable to offer adults proper facilities for the use of the books that have been bought and cataloged for them, nor are we able to give proper reference service to the children in the schools.

Ingenuity has been taxed to the utmost to overcome existing conditions through all the means of Library extension in our power. Our city was the first to adopt bookwagon service as a means of reaching the public with books for home reading. Such circulation of books is, however, but half of the service normally rendered by public libraries. Properly equipped reading rooms with skilled librarians in charge of research and book selection can only be secured in adequate branch library buildings.

That the citizens of Dayton need and would appreciate such facilities is abundantly proven by the sudden increase in the use of enlarged reading rooms in the Main and Carnegie Branch Library buildings where, in the past five years, special assistance to readers and reference work has increased over 200 per cent. In this period also the number of active borrowers has increased 44 per cent, or more than double the per cent of population increase in the same period. The total number of volumes issued for home and reading-room use was 1,166,196 for the fiscal period of 16 months.

It will be necessary in the near future to seek financial support for the erection of independent branch library buildings where more complete

library service will be available to the public than is now attainable under present conditions.

Our Public Library system as shown by a recent survey stands among the ten libraries of the country that show the highest percentage of non-fiction reading on the part of the public; nevertheless, Dayton is behind other cities in the same class in respect to the number and quality of its branch libraries. Moreover, the disastrous overcrowding of the three existing library buildings and of the Museum and the School Branch Libraries calls for radical relief, already too long delayed, as pointed out in the report that follows:

"The Library and Museum system must ultimately be conceived in terms of county-wide service with county support for services rendered. Whether for city or county, the scheme of organization and extension would call for a strong Central or Main Library near the heart of the city. In addition, there should be four or five large, regional branch libraries, such as our two Carnegie Libraries, that would be devoted to the needs of their immediate communities and that would also act as storage and distributing agencies through the Bookwagon for the more remote sections of the city or county. . . .

"The time is ripe for a forward step in crystallizing our present extension lines into active permanent centers with fully functioning reference and circulation libraries for adults as well as children."

Such is the task that confronts the present Board of Library Trustees in the accomplishment of which the active co-operation of your Honorable Body and that of our citizens will be necessary.

It would be unfair to the community to penalize for its growth by insufficient support of one of its chief institutions for recreation and education, an institution that serves all the people all the time!

Respectfully submitted,

M. F. Pierce
Dańiel Blau
J. G. Schenck
B. B. Thresher
Frank D. Slutz
Wm. Prinz

***BOARD OF LIBRARY TRUSTEES**

^{*}J. P. Landis, President, absent in Europe.

Report of the Librarian

SEPTEMBER 1, 1924 TO DECEMBER 31, 1925

To the Board of Trustees of the Dayton Public Library and Museum:

As Librarian, I have the honor to submit herewith the sixty-fifth annual report of the Dayton Public Library, embodying statistical tables and financial reports for fiscal periods as follows:

- 1. For the fiscal year ended August 31, 1925, being for the sixty-fifth year of the Library.
- For the fiscal period of four months ended December 31, 1925, bringing the record to the beginning of the newly established fiscal year, January 1, 1926.*

Thus, the total period covered by this report is 16 months. The record of Library activities is one of steady advance in service to the public—an advance especially shown by the amount and character of the work accomplished.

BOOKS ACTIVE

In the 16 months, 26,904 volumes were cataloged, represented by 201,240 cards in official and public catalogs of all agencies. The total number of books active in all Library agencies December 31, 1925 was 177,002 volumes; of current periodicals and newspapers, 495 titles represented by 1323 copies for the Library system. During the sixteenmonth period, 17,972 volumes were purchased and 11 received by gift.† The total expenditure for books, newspapers and periodicals for this period was \$33,181.32.

Of the total book collections, 20.7 per cent (36,761 volumes) are fiction; 16.2 per cent (28,641 volumes) are reference books; 31.8 per cent (56,345 volumes) are books for children. Of the total collection, 51,499 volumes or 29 per cent have been selected to meet the needs of the school clientele in School Branch Libraries, in the Main High School Division, and in grade school classrooms.

^{*}Ohio Laws, Sec. 260-1 G. C.
†On account of lack of shelf space, gifts are now stored for future cataloging or exchange and only cataloge@gifts are reported.

The housing distribution of the book collection by agencies shows:

MAIN LIBRARY, 110,797 volumes, of which 16,094 volumes are for Library Interloan, Deposit Stations, and Bookwagon service; 16,173 volumes are for Classroom Libraries.

EAST CARNEGIE BRANCH LIBRARY, 15,705 volumes, including 2522 volumes for the Bookwagon.

WEST CARNEGIE BRANCH LIBRARY, 15,231 volumes, including 2501 volumes for the Bookwagon.

SCHOOL Branch Libraries, 33,408 volumes in eight public school buildings.

MEDICAL LIBRARY, 1861 volumes in Fidelity Building.

CIRCULATION AND REFERENCE

The issue of books for home reading, September 1, 1924 to December 31, 1925 (16 months), was 815,676 volumes; that for reading-room use was 350,520 volumes, making the total volumes used by the public 1,166,196 volumes. Total number active borrowers registered is 31,744.

Were this Library to conform with the usual practice of most libraries in extending the registration period for borrowers from two years to five or more years and to allow five to seven books to be taken on one card,* the number of active borrowers would be greatly increased and issue of books for home reading would probably mount from one-third to one-half more. However, there would be no guaranty of an increased amount of actual reading.

Research work and special assistance to readers during this period has involved the effective answering from books of 236,905 questions.

The cost of this library service, exclusive of extraordinary expense for buildings and equipment, to the taxpayers of Dayton for the fiscal year ended August 31, 1925 was 90.4 cents per capita, an amount of 9.6 cents per capita less than the \$1.00 per capita recommended by the American Library Association as the minimum standard for library support. Other expenditures for the same period were \$6455.05 or 3.4 cents per capita for current expenses of the Museum, and extraordinary expense of \$49,087.35 for the erection of the Annex, remodeling the Main Library, and new equipment.

^{*}This Library issues three books at a time on one card.

Comparing the record for the fiscal year ended August 31, 1925 with that of five years ago — for August 31, 1920 — it will be seen that the increase in book stock is 42 per cent; the increase in issue of books for home reading in 1925 is 55 per cent and in reading-room use, 122 per cent; reference and assistance to readers, 215 per cent. During the same period, the increase in population was 20 per cent; that in registered borrowers of the Library, 44 per cent. More rapid growth is indicated in the comparison of the four months of September–December, 1925 over the same period for 1924. Largely on account of the new reading room in the Main Library Annex, the average daily reading-room use for four months increased 10 per cent over the twelve months of 1925. The average daily home use increased 29.5 per cent.

In 1920, on a per capita of 44.4 cents, the Library was barely saved from closing its doors for an indefinite period by a vigorous campaign for an increased budget, its income then being 55.6 cents less than the A.L.A. minimum of \$1.00 per capita for library support. Today, exclusive of the extraordinary building expenses noted above, the Library receives 90.4 cents per capita from the taxpayers.

The increase in library support was secured on the initiative of the Librarian who led in two campaigns for tax levy and who has also stood for a liberal policy in respect to staff privilege and staff compensation. Therefore, Dayton now ranks among the highest in per capita support of its Library and averages well for the qualifications of its staff in respect to education and training.

PROGRESS

The extension of library service and the internal organization in stabilizing procedures have gone hand in hand with the growth of the book collection and its use by the public.

LIBRARY EXTENSION

The extension work has been twofold in character: namely, in the opening of new agencies, or enlarging old ones; and in the personal effort to promote a better quality of reading.

Under the first head, among new agencies opened within the year, may be named the following:

1. Four new bookwagon stations near suburbs, involving the

^{*}If the U. S. census estimate is used as the basis instead of the Chamber of Commerce estimate, increase in population is only 13.3 per cent; thus the increase in Library registration would more than treble the population increase.

addition of a delivery truck for relaying book stock.

- 2. The Bookwagon Service to four parochial schools and the introduction of classroom libraries in eleven parochial schools.
- The removal of Emerson School Branch Library to the new Emerson Platoon School.
- 4. Opening of the new High School Division as a special library for high school students in the new Annex to the Main Library.

PROMOTION OF READING FOR ADULTS

More and better books to more people—is the chief objective of the Library. Our present channels of distribution are through the Main Library, 10 Branch Libraries, 32 Bookwagon Stations, and 33 schools with books in nearly every classroom.

But we sadly lack reading rooms that are conveniently located for adults, and are properly equipped for reference work and the cultivation of the reading taste through well-directed personal book selection.

In none of the eight School Branch Libraries is it possible to introduce, to any extent, either of these essential features because, in every case but one, the room originally planned for a library has since been utilized for classroom purposes. The growth and overcrowding of schools has made this inevitable.

Nevertheless, great effort has been made to reach the adult and the adolescent on the cultural side. Attention to reference work and book selection has been stressed both in Branch Libraries and on the Bookwagon routes and the quality of our book collections, insofar as shelving permits and limited only by the needs of the library clientele, is the same as at the Main Library. It is rather significant that the direct personal influence in book selection of the librarians in charge of the Bookwagon routes has been the means of developing such an interest in their patrons that in 16 months the Bookwagon circulated 96,486 volumes and has answered 23,458 reference questions. But properly located reading rooms would treble the student use of the Library and are the only means for ensuring the attendance of the adults.

ADULT EDUCATION

Without adequate reading-room provision, definite and systematic book publicity becomes the more necessary. In the effort to promote

the reading interest among adults, the most valuable help has come through contacts with people in their own surroundings, through the Bookwagon, and through the attractive advertising of the books and libraries through booklists for special groups, such as our series, "Life in the Open" and "Vocational Books."

For a limited number of the more advanced readers, University Extension Courses are offered at the Main Library.

LIBRARY UNIVERSITY EXTENSION COURSES

Evening courses at the Main Library are sponsored by the Public Library Friends of Reading for their own members and for as many others as may wish to enrol. Thorough investigation of the extension courses offered by the various Ohio colleges and universities was made by the committee before the final choice was decided upon. Since February, 1925, 151 students have been registered, of whom 56 were from the Library Staff and 95 from the general public. Two college credits for each course are allowed. The lectures are also open to auditors. The Library has supplied lecture room, books for reference, and duplicates for collateral reading. Collection and forwarding of fees, and ordering of books for the students has been taken care of by the Friends of Reading.

The courses given, each of which was for 16 weeks, were as follows:

Modern European History . Dr. A. P. Volwiler Recent European Diplomacy . Dr. F. K. Kruger From Versailles to Locarno . Dr. F. K. Kruger American Literature Since 1870 . Dr. J. P. Schneider Representative American Drama . Dr. J. P. Schneider

OTHER LECTURES

In March, 1926, we are to have a free popular course (six lectures) on psychology by Dr. Frank D. Slutz, a thoroughly informed and delightful speaker who every year draws hundreds to hear him. The Library will print a booklist and furnish duplicate copies of books for patrons.

The monthly open meetings of the Friends of Reading with prominent local speakers are likewise a means of extending interest.

THE PUBLIC LIBRARY FRIENDS OF READING

The Public Library Friends of Reading has a future of great possibilities as an instrument in establishing library contacts on social and cultural lines.

The Organization was proposed and fostered by the Librarian with certain definite objects in view: first, to stimulate the reading and dis-

cussion of books and to sponsor evening university extension courses for the Library Staff and the general public; second, to develop and give outlet to the organizing ability and initiative of the Staff members, thus helping them to become articulate as individuals and as a social and educational group; finally, to bring the Staff as a whole into relation with the outside currents of club and civic relations, and to place them as a library group representatively in the community. This organization is now federated with the city clubs and sends delegates to the monthly meetings.

The Librarian recommended "Friends of Reading" as the name of the club in case there might be corresponding organizations in other libraries, as in the Syracuse (N. Y.) Public Library.

Final organization was effected October, 1924, following a six-month period of preliminary organization. The Club holds two meetings a month: a morning meeting on library time for the discussion of current books and an open meeting held in the evening when the Library Staff invites outside friends and presents a course of lectures by speakers representing Dayton interests.

It is a great reward to see the hearty co-operation of Staff members under their own leadership developing independently the possibilities of such an association. Miss Janet L. Hannaford is the president and has been most active in promoting the university extension courses. To Miss Virginia Hollingsworth and her committee is due special credit in formulating the constitution under which the Club works.

CO-OPERATION WITH NIGHT SCHOOLS

Personal visits are made by a Library representative* to the educational agencies offering courses to adults with the end in view of establishing working relations with the classes and faculties, also for more detailed information as to courses and supplementary reading required and as to the character and number of students for whom provision is to be made.

Invitation is given to the students to visit the Library as a class, usually at a regular class period with the instructor. At this time there is a brief talk on the Library as a public institution, the variety of its work and its methods, supplemented by a trip through the building and the registration of each student for a Library card and a book. While this has always been done on occasion for special groups or clubs, we now seek to have one such class meeting as a part of every night school course.

^{*}Miss Emma Davis.

Evening Bookwagon Service at three night high schools has also been established.

For naturalization classes, Library cards and leaflet concerning Library privileges are given each student on the occasion of his receiving his naturalization papers, some one from the Library being present with an invitation to visit the Library.

These activities which may be grouped in relation to adult education seem chiefly to be book exploitation and Library publicity. Everything depends, however, upon the personality of the worker from the Library, her preparation, sympathy, knowledge of books, keenness in following up individuals, and resourcefulness in utilizing the means that are at hand in the Library. And there must be a strong parent institution behind the personal library worker to capitalize the contacts which she has established and to develop from the casual touch a permanent interest. We are indeed only at the threshold of a great movement for socializing education through reading and the discussion of books, by the groups assembled through the hospitality of the Public Library.

ADMINISTRATION

BUILDING

Advances in administrative economy within the 16 months may be noted first of all in greatly improved working conditions effected for two-thirds of the Main Library Staff through the recent building changes. The departments directly affected are the Acquisition, Catalog, Bookwagon, Shelf and Book Inspection, Printing, Book-Mending, and School Division. Accommodations essential to staff welfare in the matter of lavatories, rest room and lunch room have been provided. Expensive re-handling of books, magazines, and supplies is minimized.

INSURANCE

The program for insurance on Library buildings and contents, proposed by the Librarian in 1920 when the Library income was increased, has made another step forward by adding \$60,000 in policies. The total amount now carried is \$113,500 or about 15 per cent of the value conservatively estimated at \$750,000.

INVENTORY

Preparation for a definite inventory of books and equipment in all Library agencies is well under way. This, when completed, will afford a final review and checking back upon book stock and the public and

official catalog records; it is the last gesture in flood rehabilitation and will afford a firm foundation for future inventories and statistical surveys.

ACCOUNTING AND STATISTICS

In forwarding the business of the Library, the revised fiscal and statistical forms are proving a great help. With a view to considerable expansion of our Library service beyond its present scope, the Librarian has kept in mind the necessity of formulating such procedures as would not only carry the present load but would be adequate for the increasing volume and complexity of the work, thus avoiding radical and expensive re-organization in the future. This means, of course, foresight and a program a little ahead of time. It also means a firm grasp of technical details and their correlation in all departments. Such records should afford the basis for a more or less scientific study of library growth or deficiency and serve to indicate where needs exist. These are the records also which must enable us to answer accurately the items annually under review by the Ohio Bureau of Inspection, the Ohio State Library Commission, and the American Library Association statistical surveys. A notable instance is at hand in the American Library Association Survey.

Increased overhead for bookkeeping and records is implicit in all such reporting, but it is the price to be paid for standard work and a degree of efficiency that in the end must be the justification.

A study of the forms of about fifty other libraries shows ours to be more detailed and exacting. Whether this is a virtue or the reverse depends upon the viewpoint. We find that such forms are a help in securing uniformly higher standards and in maintaining definite objectives for the Staff as well as measuring work accomplished.

Many libraries, for instance, do not attempt to measure reference work. We find it possible to indicate the volume of research and personal book selection for patrons with approximate accuracy. The Table Count indicates relatively reading-room and reference use of books and magazines—a use of books under favorable conditions—and often for more serious purpose than the 48.9 per cent of fiction taken for home reading. A tally stroke for each question answered gives no clue to the relative value of questions or the difficulty in the research involved, but it is an indication of a service rendered by our most highly paid assistants; so also is the count of books left by patrons on the reading tables for replacing on the shelves an indication of books involved in the answers found.

Both the research and the replacement of books on the shelves are represented in salary costs. Why not approximate a measure of one of the two most important functions of the Library? The record of issue of books for home reading is only an approximate indication of books that possibly may have been read—not a guaranty of actual accomplishment.

Forward

OPPORTUNITIES, NEEDS, ASSETS

In submitting the foregoing report together with supporting figures in financial and statistical tables, the aim is to present in literal form the service of the Library as it now exists, and to indicate where it may be improved and extended.

If present assets and opportunities are wisely utilized, we should realize a broader, more effective, and relatively more economical service to the citizens of Dayton.

In our case, needs and opportunities are directly related and are so bound together that they may be spoken of as one. Briefly stated, the more obvious needs and the opportunities that are far-reaching in effect are:

- INCREASED PERSONNEL with educational preparation beyond that of the high school, for our Branch Libraries and Bibliographic Departments. This may be met by extending the present Library Training Course to six months on the basis of minimum entrance requirements of two years of college work.
- 2. CORRELATION OF LIBRARY AND MUSEUM ACTIVITIES.—
 The initial step in this direction is the appointment, if only for part time, of someone whose scientific attainments and teaching experience would qualify him to act as lecturer and educational director of the Museum. He would utilize and extend the collections and co-operate with the Librarian in promoting the use of books and traveling exhibits not only in the schools, but also in the furtherance of adult education.

From our touch with the general reader, we know that there is much latent interest in the natural sciences on the part

of isolated students and the general public, that has never had any stimulating, central clearing-house. Why indeed does not the Public Library with its books and Museum undertake the leadership in popularizing scientific information? Through the 80° city-wide Public Library agencies now in operation, the adults and children in every walk of life may be reached by knowledge that will enrich their powers of observation and endear to them their own surroundings through a deeper and more informed vision of natural phenomena.

For the industries and trade of the City, enormous impetus would be given were the commercial and industrial features of the Museum stressed by exhibits of raw materials employed in Dayton manufactures, their sources, the methods of manufacture and ultimate destination of the finished product. Thus indeed would be shown how Dayton girdles the earth with her industries. Small models of local invention and manufacture might be added. The Library already has a fine collection of stereographs to be used in supplementing this work.

3. ADEQUATE LIBRARY HOUSING for immediate growth in book collections and reading-room service is now a fundamental consideration if the Library is to meet its obligations to the reading public with that degree of success which its present assets in books and personnel warrant. An impace has again been reached in book capacity, this time not alone in the Main Library. From year to year, the flood-stage has been foretold with accuracy.

The book fund for this year exceeds in purchasing power the shelving capacity of the Main Library and the School Branch Libraries by one-third. The two Carnegie Branch Libraries alone have shelf space for their usual annual quota of new books.

Reading-room space, where it exists at all, is now reduced to the minimum. The investment in books already on the shelves cannot be realized upon in terms of service, if

^{*}Includes Deposit Stations.

reading and study rooms are restricted and overcrowded or the personal attention of the library assistant is replaced by merely mechanical devices for self-serving. Our experience in school branch libraries and camp libraries has abundantly proved this.

North Dayton, whose annual circulation for home reading is 58,000 volumes, should have a good, independent library building of its own, susceptible of developing by unit additions into a regional library.

Ohmer Park and West Third Street, dividing the work of Cleveland and Jackson School Branch Libraries, would be localities where the experiment in rented location near a good commercial corner would be of the greatest importance. A number of other localities might be named where a branch of the Public Library would be of enormous value to the community.

All of these needs converge upon the project of a new Main Library building, but none of them can be deferred until that is realized. All have immediate dependence upon the expenditures of the present fiscal year and affect decisions upon the budget for the ensuing fiscal year.

The Library and Museum system must ultimately be conceived in terms of county-wide service with county support for services rendered. Whether for city or county, the scheme of organization and extension would call for a strong Central or Main Library near the heart of the city. In addition, there should be four or five large, regional branch libraries, such as our two Carnegie Libraries, that would be devoted to the needs of their immediate communities and that would act also as storage and distributing agencies through the Bookwagon for the more remote sections of the city or county.

For population centers too far from the Main and Regional Libraries or off the connecting traffic lines, smaller branch libraries with good reading rooms at strategic commercial corners would act as intermediate agencies.

Service to the public and parochial schools would be continued through classroom libraries somewhat differently organized from our present procedure.

DAYTON PUBLIC LIBRARY

The Bookwagon would specialize in factory and suburban service, where the population is more scattered.

Other libraries in cities of the same class as Dayton have superior branch library facilities both for independent buildings and also in school buildings. More and better branch library facilities for Dayton will result in a much larger clientele and a far better per capita use of books for both recreation and study. In the School Branch Libraries there is little or no opportunity to give attention to the requirements of adult patrons.

The time is ripe for a forward step in crystalizing our present extension lines into active permanent centers with fully functioning reference and circulation libraries for adults as well as children.

Respectfully submitted,
ELECTRA COLLINS DOREN, Librarian



Summary of Receipts and Disbursements FOR THE FISCAL YEAR ENDED AUGUST 31, 1925

	FOR THE	FOR THE FISCAL YEAR ENDED AUGUST 31, 1925	R ENDED	AUGUST 31	l. 192 5			
		RECEIPTS	TS		DIO	DISBURSEMEN	EMENT	ທ
	Balance on hand Sept. 1, 1924	1924-1925	1924-1925 Appropriations	TOTAL RECEIPTS	Expenditures Appropriations	Appropriations	TOTAL DISB'M'TS	Balance on hand Aug. 31, 1925
From taxes and interest on deposits	8	\$190,252.25	*	\$190,252.25	\$179,563.73	\$ 538.62°	\$189,602.35	\$ 649.90
From loan desk receipts, etc.		3,112.23		3,112.23	465.68		465.68	2,646.55
Clement R. Gilmore Memorial Book Fund	1,305.12	78.30		1,383.42	78.00		78.00	1,305.42
Therm: for the Blind Eind	124.19	8.00 4.00		133.40				133.40
Building and Repair Fund	30.717.96	528.24	9.500.00	40.746.20	40.725.20		40.725.20	21.00
Petty Cash Fund	41.01		538.62	579.63	486.43		486.43	93.20
		120.01		120.01	120.01		120.01	
Less Appropriations and Refunds	32,188.88	120.01	10,038.62	10,158,63	120.01	10,038.62	10,158.63	4,929.06
TOTAL NET REC'PTS AND DISB'M'TS	\$ 32,188.88	\$194,059.22		\$226,248.10	\$221,319.04		\$221,319.04	\$ 4,929.06
June dat receipts August 31, 1923								104,241.92
Employees' Pension Fund	\$ 2,746.45	\$ 127.74		\$ 2,874.19				\$ 2,874.19
FOR THE FOUR-MONTH		PERIOD, SEPTEMBER	PTEMBER	1, 1925 TO	1, 1925 TO DECEMBER 31, 1925	31, 1925		,
	Relence on hand	RECEIPTS		TOTAL	DIS	SBURSI	MENT	S. Behave on the
	Sept. 1, 1925		Sept Dec. Appropriations	RECEIPTS	Expenditures Appropriations	ppropriations	DISB'M'TS	Dec. 31, 1925
From taxes and interest on deposits	\$ 649.90	•	•	1000		\$ 649.90		0000
June tax receipts August 31, 1925	104,241.92	1,102.63	A	\$105,934.45	\$ 53,482.49	\$ 10.67 20.07	Ω Ar.	\$ 51,782.99
From loan desk receipts, etc.	2,040.55			3,6/6./1		2,646.55	2,646.55	1,030.16
Clement K. Gilmore Memorial Book Fund	1,305.42			1,305.42				1,305.42
Dook Endowment Fund I there: for the Plind Find	133.45		:	133.45		:		133.40
Ruffding and Ronair Fund		23.67	2 206 AE	2 241 19	640 00		640 00	9.601.99
Petty Cash Fund	93.20	10.03	70.07	170 97	154 98		154 98	17.20
Refunds	2 : : : : : : : : : : : : : : : : : : :	1.85		1.85	1.85		1.85	
	109,170.98	2,158.31	3,375.52	114,704.81	54,289.22	3,375.52	57,664.74	57,040.07
Less Appropriations and Refunds		1.85	3,375.52	3,377.37	1.85	3,375.52	3,377.37	
TOTAL NET REC'PTS AND DISB'M'TS	\$109,170.98	\$ 2,156.46		\$111,327.44	\$ 54,287.37		\$ 54,287.37	\$ 57,040.07
Employees' Pension Fund	\$ 2,874.19	\$ 66.78		\$ 2,940.97				\$ 2,940.97

*Appropriations to Petty Cash Fund.
*Appropriations to Building and Repair Fund.
**Appropriations to Building and Repair Fund.

*Refunds due to change of insurance policies, discontinued periodical subscriptions, etc.

Disbursements FOR THE FISCAL YEAR ENDED AUGUST 31, 1925

,	All fur an	nds except B nd Repair Fu	uilding nd	Building and Repair Fund	GRAND TOTAL
-	Library	Museum	TOTAL	TOTAL LIBRARY	
OPERATING EXPENSE				<u> </u>	
Personal Service				_	
Salaries	\$103,290.04				\$105,211.03
Building Care	10,092.61				10,588.11
Total Salaries and Wages	113,382.65	2,416.49	115,799.14		115,799.14
SUPPLIES AND MATERIALS					
Office, Library, and Book-mending	2,452.62	6.91	2,459.53		2,459.53
Fuel	440.29		440.29		440.29
Motor Vehicle	223.85		. 223.85		223.85
Cleaning, Toilet, and Laundry	843.88	10.11	853.99		853.99
Electrical	296.01	16.74	312.75		312.75
Printed (includes printers' salaries)					3,820.68
Library of Congress Printed Cards			3,012.70		3,012.70
Other	175.86		200.92		200.92
Total Supplies and Materials	11,252.89	71.82	11,324.71		11,324.71
CONTRACTUAL SERVICE					
Carfare	186.32		186.32		186.32
Postage	128.76		128.76		128.76
Telephone	764.78	67.65	832.43		832.43
Insurance	607.45	78.50	685.95		685.95
Rent (Buildings)		3.600.00	3,600.00		3.600.00
Rent (Misc.) and Auto License	148.25	.,	148.25		148.25
Freight, Express, and Hauling	199.10		199.10		199.10
Light and Power	1.367.96	116.56	1,484.52		1.484.52
Water		35.00	35.00		35.00
Laundry	121.74		121.74		121.74
Steam and Gas	1,744.20		1,744.20		1,744.20
Other	179.65	63.75	243.40		243.40
Total Contractual Service	5,448.21	3,961.46	9,409.67		9,409.67
MISCELLANEOUS (Petty Cash Sundries	62.73		62.73		62.73
TOTAL OPERATING EXPENSE	\$130,146.48		\$136 596 25		\$136.596.25
toria or autrino an ance	4100,110,10	40,110	4 200,000.20		4100,030,220
MAINTENANCE					
BUILDINGS	354.65		354.65		354.65
EQUIPMENT	201.87	5.28	207.15		207.15
Furniture, Machinery, etc.	64.22		207.13 64.22		207.15 64.22
Motor Vehicle Fixtures: Pl., Ht., El., etc.	63.68	•••••	63.68		63.68
Other	1.60		1.60		1.60
Total Equipment	331.37	5.28	336.65		336.65
BINDING	2,388.80		2,388,80		2,388.80
TOTAL MAINTENANCE	\$ 3,074.82	\$ 5.28			
IUIAL MAINIENANCE	3 3,014.82	3.28	\$ 2,000.10		\$ 3,080.10
	[22]				

ANNUAL REPORT

DISBURSEMENTS — CONTINUED

							Building and Repair Fund		GRAND TOTAL
		Library	N	fuseum	T	OTAL	TOTAL LIBRARY		
TOTAL OPERATING EXPENSE (Brought forward)	\$1	30,146.48	\$ 6	,44 9.77	\$13	6,596.25		\$	136,59 6.25
TOTAL MAINTENANCE (Brought forward)	\$	3,074.82	\$	5.28	\$:	3,080.10		\$	3,080.10
OUTLAY									
BUILDINGS		50.00	•	•••••		50.00			50.00
EQUIPMENT Furniture, Machinery, etc.		3,390,99				3.390.99	•		3.390.99
Motor Vehicle		41.99				41.99			41.99
Fixtures: Pl., Ht., El., etc.		197.85				197.85	•		197.85
Other		64.85	•	•••••		64.85			64.85
Total Equipment BOOKS AND PERIODICALS		3,695.68 28.809.66	•	•••••		3,695.68 8.809.66			3,695.68 28.809.66
TOTAL OUTLAY	-	32.555.34	<u>.</u>	•••••		2.555.34		•	32,555.34
	_		_	AFE OF				_	
TOTAL (Excluding Extraordinary Expenses)	\$1	.00,770.04	20	,433.03	\$17	2,231.09		3.	172,231.69
EXTRAORDINARY EXPENSES									
ARCHITECT'S FEE							1.800.00		1.800.00
OUTLAY							-,		•
Buildings							33,581.00		33,581.00
Other							79.20		79.20
EQUIPMENT Furniture and Furnishings		7.243.10	_			7.243.10			7.243.10
Motor Vehicle—Delivery Truck		433.50				433.50			433.50
Fixtures: Pl., El., Ht., etc.		685.55				685.55	5,238.40		5,923.95
ADVERTISING (LEGAL)	_						26.60		26.60
TOTAL EXTR'ORD'RY EXPENSES	\$	8,362.15			\$	8,362.15	\$40,725.20	\$	49,087.35
Refunds		120.01				120.01			120.01
Appropriations to Petty Cash Fund		538.62	•	•••••		538.62			538.62
Appropriations to Bldg. and Repair Fd		9,500.00	_:			9,500.00	444 505 55	_	9,500.00
TOTAL GROSS DISBURSEMENTS	\$1			,455.05			\$40,725.20	\$2	
Less Appropriations and Refunds	=	10,158.63		AFF 05		0,158.63	# 40 FOF 00	_	10,158.63
TOTAL NET DISBURSEMENTS	\$1	74,138.79	\$6	,455.05	218	U,DYJ.84	\$40,725.20	\$	221,319.04

TOTAL NET			26,248.10
TOTAL NET	DISBURSEMENTS	<u>\$2</u>	<u>21,319.04</u>
Balance on har	nd August 31, 1925	\$	4,929.06

^{*}See also Extraordinary Expenses.

Disbursements for the four-month period, september 1, to december 31, 1925

		All fur	nds nd 1	except Bu Repair Fun	ilding id	Building and Repair Fund		RAND OTAL
	L	ibrary	1	luseum	TOTAL	TOTAL LIBRARY		
OPERATING EXPENSE								
Personal Service			_			_		
Salaries					\$37,953.51	\$		7,953.51
Building Care and Wages		,649.08		164.00	3,813.08			3,813.08
Total Salaries and Wages	4(),990.88		775.71	41,766.59		4.	1,766.59
SPECIAL SERVICES Physician		5.00			5.00			5.00
Total Special Services		5.00			5.00			5.00
SUPPLIES AND MATERIALS		5.00	•	•••••	5.00			3.00
Office, Library, and Book-mending		140.04			140.04			140.04
Fuel Fuel		140.04	•	•••••	140.04			140.04
Motor Vehicle	••	89.38	•		89.38		•••	89.38
Cleaning, Toilet, and Laundry		75.14			75.14			75.14
Electrical		28.05			28.05			28.05
Printed (includes printers' salaries)	1	1.049.53			1.049.53		1	1,049.53
Library of Congress Printed Cards		.500.00			1.500.00			1.500.00
Other	•	112.30			112.30		•	112.30
Total Supplies and Materials	2	2.994.44			2,994,44		2	2.994.44
CONTRACTUAL SERVICE	_	.,00	•		_,,		•	-,00
Carfare		42.21			42.21			42.21
Postage		36.91		• • • • • • • • • • • • • • • • • • • •	36.91			36.91
Telephone and Telegraph		261.53		22.00	283.53			283.53
Insurance								
Rent (Buildings)				,200.00	1,200,00		1	1,200.00
Rent (Miscellaneous)		13.50			13.50			13.50
Freight, Express, and Hauling		41.59			41.59			41,59
Light and Power		456.00		38.48	494.48			494.48
Water		57.22		17.50	74.72			74.72
Laundry		39.15			39.15			39 .15
Steam and Gas		449.74			449.74			449.74
Other		49.98			49.9 8			49.98
Total Contractual Service	1	1,447.83	1	1,277.98	2,725.81		- 2	2,725.81
MISCELLANEOUS (Petty Cash Sundries)		18.79	٠.		18.79			18.79
TOTAL OPERATING EXPENSE	\$45	,456.94	\$2	2,053.69	\$47,510.63	_	\$4	7,510.63
MAINTENANCE								
BUILDINGS		104.20			104.20			104.20
BOUIPMENT								
Furniture, Machinery, etc.		40.48			40.48			40.48
Motor Vehicle		79.21			79.21			79.21
Fixtures: Pl., Ht., El.		54.46	٠,		54.46			54.46
Other_	••						••	•••••
Total Equipment		174.15			174.15			174.15
BINDING		587.80			587.80			587.80
TOTAL MAINTENANCE	\$	866.15			\$ 866.15		\$	866.15

ANNUAL REPORT

DISBURSEMENTS — CONTINUED

			nds except Bu nd Repair Fu						RAND OTAL
	L	ibrary	Museum	T	OTAL		BRARY		
TOTAL OPERATING EXPENSE (Brought forward)	\$45	5,456.94	\$2,053.69	\$4	7,510.63			\$47	7,510. 63
TOTAL MAINTENANCE (Brought forward)	\$	866.15	•••••	\$	866.15			\$	866.15
OUTLAY									
BUILDINGS EQUIPMENT	••	•••••	•••••	••	•••••			••	•••••
Furniture, Machinery, etc.		794.99			794.99				794.99
Motor Vehicle		13.75			13.75				13.75
Fixtures: Pl., Ht., El., etc.		64.35			64.35				64.35
Other_		15.94	•••••		15.94				15.94
Total Equipment		889.03	•••••		889.03				889.03
BOOKS AND PERIODICALS		4,371.66			4, 371.66				4,371.66
TOTAL OUTLAY	\$!	5,260.69		\$:	5,260.69			\$:	5,260.69
TOTAL (Excluding Extraordinary Expenses)	\$5	1,583.78	\$2,053.69	\$5	3,637.47			\$53	3,637.47
EXTRAORDINARY EXPENSES ARCHITECT (Balance due on contract)							562.60		562.60
OUTLAY Buildings (Balance due on contact) ADVERTISING (LEGAL)							87.30		87.30
TOTAL EXTR'ORD'RY EXPENSES					•	•	649.90	\$	649.90
TOTAL EXTRURD RT EXPENSES						₽	049.90	Þ	049.90
Refunds		1.85			1.85				1.85
Appropriations to Petty Cash Fund		79.07			79.07				79.07
Appropriations to Bldg. and Repair Fd.		3,296.45			3,296.45			:	3,296.45
TOTAL GROSS DISBURSEMENTS	\$54	1.961.15	\$2,053,69	\$5	7.014.84	\$	649.90		7.664.74
Less Appropriations and Refunds		3.377.37			3.377.37		- 10.00		3,377.37
TOTAL NET DISBURSEMENTS			\$2,053.69		3,637.47	_	649.90		4,287.37

TOTAL NET RECEIPTS \$111,327.44 TOTAL NET DISBURSEMENTS \$54,287.37 Balance on hand December 31,1925 \$57,040.07

Dayton Public Library Statistics

ANNUAL REPORT FOR YEAR ENDED AUGUST 31, 1925

Name of library, Dayton Public Library and Museum.

City, Dayton; state, Ohio.

Name of librarian, Electra Collins Doren.

Date of founding, 1860.
Population served, 183,071 (Chamber of Commerce estimate).

Assessed valuation of city, \$326,731,830.

Assessed valuation is 80 per cent of true cash value.

Rate of tax levy for library purposes, .604 mill.

Terms of use, free to citizens of Dayton; to residents of Montgomery County, 25 cents per month.

Total number of agencies, 310. Consisting of — Central Library, 1.

Branches, 10; two occupy separate Carnegie buildings; eight in school buildings.

Sub-branches, 1 (Medical Library).

Stations, 10.

Bookwagon, 30 stations.

Other agencies: 208 Classroom Deposits in 24 Public Schools; 50 Classroom Deposits in 9 Parochial

Schools; total, 258 deposits in 33 schools.

Number of days open during year (Central Library), 305 week days; Reference use only, 52 Sundays and two legal holidays.

Hours open each week for lending (Central Library), 72.

Hours open each week for reading (Central Library), 79.

Hours service per week required of staff, 40 hours.

BOOK STOCK

Adult	Juvenile	Total
104,408	47,765	152,173
13,044	9,107	22,151
163		163
117,615	56,972	174,487
601	1,506	2,107
117,014	55,366	172,380
24,607	3,149	27,756
	13,044 163 117,615 601 117,014	Adult Juvenile 104,408 47,765 13,044 9,107 163 117,615 56,972 601 1,506 117,014 55,366 24,607 3,149

^{*}Reduced millage due to re-appraisal.

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BOOK STOCK - CONTINUED

Number of newspapers, periodicals, proceedings and transactions of learned societies currently received, 495 titles, 1323 copies.

Number of publications issued during year, 23 booklists, 1 biennial

report.

- 1	•	•

No. of volumes of fiction lent for home use 144,438 134,398 278,836 Total number of volumes lent for home use 222,031 347,148 569,179 Per cent fiction lent of total volumes lent 25.3% 23.6% 48.9% Circulation per capita — Home use, 3.1 volumes.

Home and reading-room use, 4.2 volumes.

Number of persons using library for reading and study, 104,712 (Main Library only; does not include children).

REGISTRATION

	Adult	Juvenile	Total
No. of borrowers registered during year	5,960	4,795	10,755
Total number of registered borrowers	15,722	13,266	28,988
Registration period, three years.			
Per cent registered borrowers of population	served, 1	5.8%.	

STAFF

Number of staff, library service, 70 full time, 8 part time, 34 pages. Number of staff, janitor service, 7 and 1 night-watchman.

			FIN	ANCE				
Receipts from —								
Local taxation				•				\$187,955.81
Membership fees	(cor	unty)						163.25
Fines	`.	• •						2,582.75
Gifts								79.54
Interest on depos	its —	-						-
Tax Fund .								2,296.44
Gift Fund.	•							86.96
Building Fund								528.24
Other sources								366.23
Refunds .		•						120.01
Total .		•		•				\$194,179.23
Unexpended bala (Petty Cash ba	ince lance	from 1	orevio 01)	ous ye	ar .	•	•	32,188.88
Grand Total			•	•				\$226,368.11
Less Refunds	•							120.01
Net Receipts		•	•		•	•	•	\$226,248.10

DAYTON PUBLIC LIBRARY

Payments for — Maintenance	LIBRARY	MUSBUM
Operating Expenses		
Librarians' salaries	\$103,290.04	Curator \$1,920.99
Books	25,220.71	
Periodicals	3,588.95	
Binding	2,388.80	
Supplies, stationery, printing, e	etc. 9,448.86 ⁴	44.97
Supplies for motor vehicle .	223.85	
Furniture, equipment, etc	3,455.84	•
Motor vehicle	41.99	
Telephone, postage, freight,		
express, and hauling .	1,092.64	67.65
Other items	1,573.83	147.53
Total	\$150,325.51	\$2,181.14
Building Maintenance Expenses		
Janitors, wages, etc	10,092.61	495.50
Cleaning supplies and equipme	ent 843.88	10.11
Electrical supplies	296.01	16.74
Building repairs and minor	-	
alterations	404.65	
Rent		** 3,600.00
Heat, light, and power .	3,552.45	† 116.56
Other items	261.53	35.00
Total	\$ 15,451.13	\$4,273.91
Total maintenance expenses .	\$165,776.64	\$6,455.05
Extraordinary Expenses Additions to buildings (Annex	-\	1
Other unusual expenses, furni-		
ture, fixtures, motor vehicle	7,952.15	
Total extraordinary expenses .	\$ 49,087.35	***************************************
TOTAL	\$214,863.99	\$6,455.05
GRAND TOTAL		\$221,319.04
Net receipts .		\$226,248.10
Net disbursements		\$221,319.04
Balance on hand A		
	_	
Maintenance expenditure per vol		
Maintenance expenditure per cap		90.5 cents
Maintenance expenditure per cap	oita, Museum	3.4 cents
*Includes Printers' salaries.		

^{*}Includes Printers' salaries.
*Includes heat.
†Light only.
| Temporary.

Library (Tax Fund only) Cost per capita, populatio

Cost per capita, populatio

AGENCIES

Main Library Administrat Classroom Libraries **Deposit Stations** Medical Library East Carnegie Branch Lit West Carnegie Branch Lil School Branch Libraries Bookwagon Service Unassigned Agencies Extraordinary Expenses: Main Library East Carnegie Branch Museum TOTAL Amount appropriated from to Building and Repair

Open 305 days for circula Main Library reading Average daily reading-room Average daily home use Average daily reference qu

Registration:
Total number of register New borrowers registere Renewals during year . Total additions for year Cards expired during ye Net gain or loss over pr Registration period, 3 ye Delinquent notices and vis Book reserve notices Book Repair, Binding: Volumes inspected, 805,9 Story hours, 41; stories to

^{*}Includes administration for **Does not include book-men †See also Extraordinary Ext | Building and equipment, m



Dayton Public Library Statistics

ARRANGED ACCORDING TO AMERICAN LIBRARY ASSOCIATION REVISED FORM

REPORT FOR FOUR-MONTH PERIOD ENDED DECEMBER 31, 1925

Name of library, Dayton Public Library and Museum.

City, Dayton; state, Ohio.

Name of librarian, Electra Collins Doren.

Date of founding, 1860.

Population served, 183,071 (Chamber of Commerce estimate).

Assessed valuation of city, \$326,731,830.

Assessed valuation is 80 per cent of true cash value.

Rate of tax levy for library purposes, .670 mill.

Terms of use, free to citizens of Dayton; to residents of Montgomery County, 25 cents per month.

Total number of agencies, 224.

Consisting of — Central Library, 1.

Branches, 10; two occupy separate Carnegie buildings; eight in school buildings.

Sub-branches, 1 (Medical Library).

Stations, 4.

Bookwagon, 32 stations.

Other agencies: 125 Classroom Deposits in 22 Public Schools; 51 Classroom Deposits in 11 Parochial

Number of days open during period (Central Library), 102 week days; Reference use only, 17 Sundays and one legal holiday.

Hours open each week for lending (Central Library), 72.

Hours open each week for reading (Central Library), 79.

Hours service per week required of staff, 40 hours.

20011 11041	Adult	Juvenile Total	
Number of volumes September 1, 1925	117,014	55,366 172,380	ı
Number of volumes added by purchase	3,644	978 4,622	
Number of volumes added by gift .			
Total	120,658	56,344 177,002	
Number of volumes lost or withdrawn	<u> </u>		
Total number December 31, 1925	120,658	56,344 177,002	

DAYTON PUBLIC LIBRARY

BOOK STOCK - CONTINUED

Adult Juvenile Total

Number of volumes in Reference Dept. 25,484 3,157 28,641

Number of publications issued during year, three booklists.

IISE

No. of volumes of fiction lent for home use

No. of volumes of fiction lent for home use

Total number of volumes lent for home use

94,217 152,280 246,497

Per cent fiction lent of total volumes lent

23.6% 22.3% 45.9%

Number of persons using library for reading and study, 59,230 (Main Library only; does not include children).

REGISTRATION

No. of borrowers registered during period 3,013 3,633 6,646
Total number of registered borrowers 16,818 14,926 31,744
Registration period, three years.

Per cent registered borrowers of population served, 17%.

STAFF

Number of staff, library service, 76 full time, 10 part time, 34 pages. Number of staff, janitor service, 7 and 1 night-watchman.

FINANCE

Receipts from —	`		FINA	INCE				
Local taxation (s	ee bal	ance	Augu	ıst 31,	1925) .		\$
Membership fees	(cou	nty)				•		40.25
Pines					•			887.18
Gifts				•		•		
Interest on depos	its —							
Tax Fund .			•	•				1,102.63
Building Fund		•						23.67
Other sources						•		102.73
Refunds .				•			•	1.85
Total .	•							\$ 2,158.31
Unexpended bala	ance fi	om j	previo	ous yea	ır			4,929.06
June tax receipts:	receiv	ed A	ugust	31, 19	925			104,241.92
Grand Total			•					\$111,329.29
Less Refunds								1.85
Net Receipts	•							\$111,327.44

^{*}Balance on contract.

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Payments for — Maintenance	LIBRARY		MUSEUM
Operating Expenses			
Librarian's salaries .	. \$37,341.80	Curator \$	611.71
Books	. 3,695.22		
Periodicals	. 676.44		
Binding	. 587.80		
Supplies, stationery, printing,	etc. 2,801.87		
Supplies for motor vehicle	. 89.38		
Furniture, equipment, etc.	. 810.93		
Motor vehicle	. 13.75		
Telephone, postage, freight,			
express, and hauling	. 340.03		22.00
Other items	288.32		
Total	. \$46,645.54	\$	633.71
Building Maintenance Expense	5		
Janitors, wages, etc	. 3,649.08		164.00
Cleaning supplies and equipm	nent 75.14		
Electrical supplies	28.05	•	
Building repairs and minor			
alterations	. 104.20		
Rent			1,200.00
Heat, light, and power	. 905.74		†38.48
Other items	176.03		17.50
Total	. \$ 4,938.24	<u>\$</u>	1,419.98
Total maintenance expenses	. \$51,583.78	\$	1,419.98
Extraordinary Expenses			
Additions to buildings (Anne	ex) \$ 649.90*		
Total extraordinary expenses	. \$ 649.90		
TOTAL	\$52,233.68	4	2,053.69
GRAND TOTAL		\$ 54,287.37	_,_,_,
		•	
Net receipt			
	sements \$ 54,287		
Balance on	hand. \$ 57,040	0.07	

^{*}Balance on contract. †Light only.

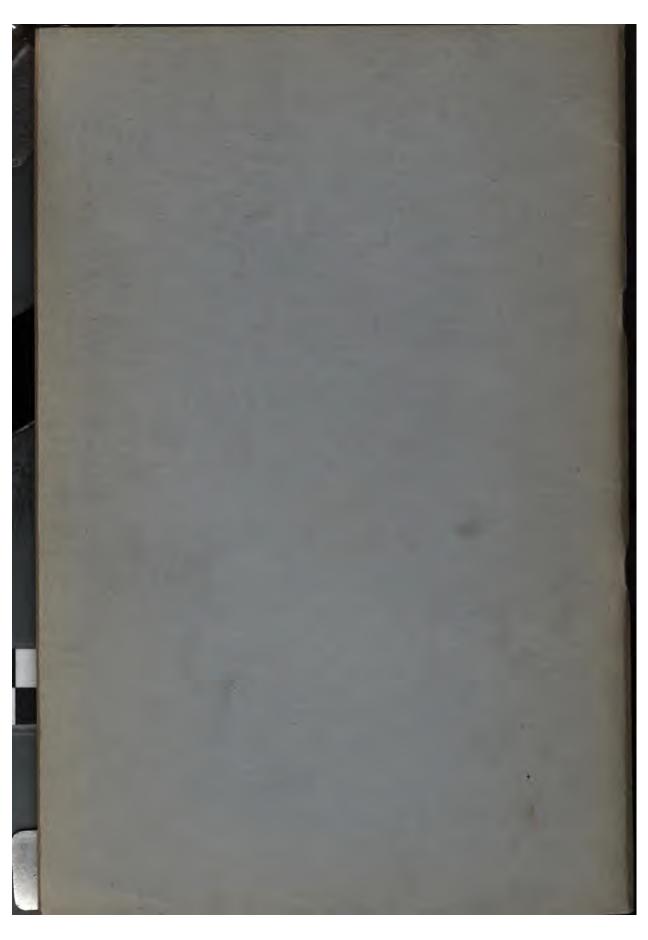
DAYTON PUBLIC LIBRARY PRESS

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66th and 67th ANNUAL REPORTS

1926 - 1927

The Dayton Public Library and Museum

Dayton, Ohio



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THE DAYTON PUBLIC LIBRARY AND MUSEUM

66TH & 67TH ANNUAL REPORTS 1926-1927



DAYTON, OHIO
1 9 2 8



ELECTRA COLLINS DOREN

1861 - 1927

Joining the Library Staff in 1879 she became Librarian in 1896 and served until 1905 and again from 1913 to 1927. Under her wise and inspiring leadership a well chosen collection of books were gathered together and a loyal staff was trained to carry on her work. Her true monument is the Dayton Public Library as it is to-day.



Library Board Officers and Committees

LIBRARY BOARD, 1926

J. P. Landis			•				•		. President
Mary Frances I	Peirce							. Vi	ce-President
Daniel Blau								Secreta	ry-Treasurer
B. B. Thresh	er		W	'illiam	Prinz	Z		J. G. C	. Schenck
Miles H.	Krum	bine	(Succ	eeded:	in o	ffic e b	y F	rank D	Slutz)

LIBRARY BOARD, 1927

J. P. Landis			•		•				. President
Mary Frances	Peirc	e							Vice-President
Daniel Blau								Seci	etary-Treasurer
B. B. Thresher	r V	Willi	am Pr	inz	J. G.	. C. S	chenck		Frank D. Slutz

LIBRARY COMMITTEES, 1926-1927

FINANCE
Messrs. Prinz, Schenck and Blau

SCHOOL AND BRANCH LIBRARIES

Messrs. Prinz and Schenck

and Miss Peirce

BOOKS, BINDING AND PERIODICALS
Miss Peirce, Messrs. Blau, Landis
. and Slutz

REPAIRS AND SUPPLIES

Messrs. Schenck, Prinz and Thresher

MUSEUM LAW AND LEGISLATION

Mr. Thresher, Miss Peirce, and Messrs. Blau, Schenck and Slutz

Mr. Schenck (1926)

Mr. Slutz (1927)

LIBRARIAN

Electra Collins Doren, 1926–March 4, 1927 Elizabeth B. Doren, Acting Librarian Paul North Rice, appointed July 1, 1927

Library Directory

MAIN PUBLIC LIBRARY

215 East Third Street Telephone Main 2260 Open Week Days, 9:00 A.M. to 9:00 P.M.; Sundays, 2:00 P.M. to 9:00 P.M.

REGIONAL BRANCH LIBRARIES

2160 East Fifth Street

Telephone Main 1007

Telephone Main 1330

Telephone East 466

701 Troy Street

East Carnegie Branch Library Open Week Days, 12:00 m. to 8:30 P. m. West Carnegie Branch Library 1612 West Fifth Street Open Week Days, 12:00 M. to 8:30 P. M. Electra C. Doren Branch Library Open Week Days, 12:00 m. to 8:30 P. m.

Dayton View Branch Library 1835 Emerson Avenue Temple Community House Telephone Lincoln 237 Open Tuesdays, Thursdays, Saturdays, 2:30 to 8:30 P.M.

SCHOOL BRANCH LIBRARIES

Mondays, Wednesdays, Fridays Parkwood Drive Brown Cleveland Pursell Avenue Mondays, Wednesdays, Fridays Emerson Hickory Street Mondays, Tuesdays, Wednesdays, Thursdays, Fridays Mondays, Wednesdays, Fridays **Jackson** Abbey Avenue Patterson Wyoming Street Mondays, Wednesdays, Fridays Whittier Miami Chapel Road Tuesdays, Thursdays Tuesdays, Thursdays Wogaman Germantown Street Mondays, Tuesdays, Wednes-Wilbur Wright Huffman Avenue days, Thursdays, Fridays

BOOKWAGON

Main Division Wednesdays and Saturdays Riverdale, Dayton View and central section of city Mondays and Tuesdays East Division East and southeast Dayton West Division Thursdays and Fridays West Side, Westwood and Edgemont

MEDICAL LIBRARY

Fidelity Building Telephone Garfield 2309 Open Week Days, 9:00 A. M. to 1:00 P. M.; 2:00 P. M. to 5:00 P. M.

MUSEUM

Main Library Annex, Second Floor Telephone Main 2260 Open Week Days, 9:00 A.M. to 5:00 P.M.; Sundays, 2:00 P.M. to 5:00 P.M.

Dayton Public Library Staff

DECEMBER 31, 1927

Paul North Rice . Librarian Itherlieth It Doren, Vice Librarian and Head of Acquisition Department DEPARTMENT HEADS Prederick 11. Cook Reference and Technology Cota M. Itwell Supplies Janet L. Hannaford . Main Library, Circulation Kilith Habani Accounts and Statistics Vitatinia Hollingsworth Catalog: Books for Adults Min Gimer Generale Krator Training Class and Reference, Main Floor Mr. Mildred A. Linskey . Supervisor, School Branch Libraries Mainle S Miles . West Carnegie Branch Library M A Nate . Printing Mrs Alice Kile Neibel Shelf Electra C. Doren Branch Library tilene to thick High School Division Ruth Stein East Carnegie Branch Library Helen M. Pancishall Theremal Walter **Book Repair** Mand I Weller Children's Work and Children's Catalog SENIOR ASSISTANTS Man F Valent Martha Ann Jones Margaret Ray Mis Flieme H McLellan Eugenia Raymond

Mais V. Michort Martha Ann Jones Margaret Ray
Carrie Bonch Mis Flicture H. McLellan Engenia Raymond
PMis Holen M. Conollo Proba F. Neison Margaret Rumberger
Ruse F. Fried Holen Pearson Mrs. Emma D. Scott
PHolen Phage Mrs. Flora V. Ramson Carrie E. Toecite

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JUNIOR ASSISTANTS

	<i>J</i> -
+Hilda P. Albaugh	Olive
*Margaret Braun	Dorot
E. Jenness Carpenter	†May
Edward C. Colby	Mrs. I
Mrs. Eliza P. Coleman	. Mary
Ida E. Davis	Freder
Frederick E. Dittmar	Sarah
Ruth J. Gerken	Bonita
†Louise M. Gleim	Eleano

Susie U. Neff A. Graves thy Greene er A. Griswold Isabelle L. Haines Ellen M. Seifert C. Hoying rick W. Kabel Kaplan a Kinsey Eleanor Kuriger *Anna H. Milinkovits

*Esther E. Nichols Cecilia E. Schoff Suzanne Starr Edith K. Stork Clytie E. Strahler Edward Trangenstein *Lillian Van Harlingen

Mrs. Elizabeth W. Poorman

Mrs. Elizabeth Rolfe Stephens

LIBRARY AIDS

Edith L. Blore	*]
Amanda L. Hay	*
Mildred Holtgreven	Jυ
Mrs. Margaret B. Keefer	L
Alberta Kem	•
†Vera M. Keyer	
•	
Annie Cavender	Α

Edith E. Kuhns Mildred Schull Hester Mitchell Mildred G. Smock uanita Murlin Ellen L. Strahler ily Nelson George Thomas Vivian Way Lenore Ross

BOOKMENDERS

Mildred E. Jeffrey

nna K. Kuntz Mrs. Margaret M. Selz Mrs. Irena B. Mitchell Bertha C. Walter Mary M. Owen Mary A. Wittman Edna M. Puterbaugh Anna M. Wolf Mrs. Pauline S. Von Freiberg

. Montgomery County Medical Society

PAGES, 35

MEDICAL LIBRARY

	MUS	EUM				
†William B. Werthner			. E	ducati	onal	Director
Charles L. Sullivan .						Curator

BUILDING CARE

Edward 1. Harvey	
Fergus M. Anderson	Norn

†Joseph W. Clem Charles O. High

*On leave of absence. †Part time.

JANITORS

Norman H. High
Daniel W. Himes
Edward Ricker

James H. Thomas Edwin A. Weldy William L. Winfield



The Dayton Public Library and Museum

The Main building was built in 1887.

A wing was added in 1904.

The first floor of the Annex was built in 1925 and the second floor in 1927.



Report of the President of the Library Board

TO THE BOARD OF EDUCATION OF THE CITY OF DAYTON, OHIO:

The report herewith submitted covers the two years 1926 and 1927. Miss Electra C. Doren in the early weeks of 1927, due to the malady which bereft the city of Dayton, March 4, of her valuable services, was unable to undertake the arduous task involved in the preparation of such a report as her keen sense of duty demanded.

After her demise, indeed even before that sad event, it having become patent that the end was not remote, the Library Board set out on a diligent search for a competent successor. In this we had for a time her valuable assistance.

It is simple justice to announce that our search was very satisfactorily rewarded in finding Mr. Paul North Rice of New York City, a gentleman of adequate training and experience, who July 1, 1927, assumed with ardor and efficiency the duties of the headship of the admirable library system of our Gem Gity.

It has been deemed appropriate and just that the present report of our new Librarian should partake of the nature, at least in part, of a memorial number, in commemoration of the lamented Miss Doren and appreciation of her distinguished services.

The statistical elements of this report show very commendable progress or advance in the recent years, for which the Library Board is hesitant to claim more than a moiety of credit. To the Librarians belong the praise.

We are gratified to report, as Mr. Rice's figures show, that the Library has passed the 200,000 mark in number of volumes, that in the last two years there have been added 48,831 volumes, that in the last three years the circulation has increased 130,037—the optimism of our Librarian now setting his stakes for an annual circulation of 1,000,000 volumes. In the last two years two new branch libraries have been established, namely: the Electra C. Doren Branch in North Dayton and the Dayton View Branch in the new Hebrew Community House, and also the new school library in the Wilbur Wright Junior High School.

The added story to the Annex on the east side of the Main Library building has not only added to the beauty of this central structure, but has greatly added to the convenience of the Museum, has encouraged an increase of visitors and has saved to the treasury a handsome and much needed sum of money which was before paid out for rent.

Our beautiful, enterprising, and I may say famous city is having a gratifying growth, our schools are multiplying and the number of pupils increasing under your wise and stimulating regime, all which lays upon

the Library Board as an integral part of the educational system of the community the imperative necessity of alertness and well directed effort to keep pace with this progress and to meet our share of the rapidly developing demands upon us.

To carry on a library system like that of our city, which our citizens may be proud to know is said to be one of the best in the country, requires a head of large executive and administrative ability, a large staff of workers and adequate supply of funds. The library of a city is the citizens' university, and the Library Staff its "professors," as President Coolidge has called them.

The one prominent, pressing desideratum—it were scarcely wrong to say necessity—is a new adequate central library building. This was the aspiration, the hope of our late Librarian, Miss Doren, which also at once came with pressure upon the heart and mind and purpose of our new incumbent. The Library Board is now, has been and will be compelled to make many shifts to operate under disadvantages and with handicaps, and hence with shortcomings in service until this need can be met. We believe the Board of Education is with us in this conviction, and it is hoped the numbers of our citizens who now understand the situation will rapidly increase until the sentiment will be strong enough to bring about a "consummation so greatly to be wished."

J. P. LANDIS, President,
The Board of Public Library Trustees

Report of the Chairman of the Museum Committee

The Dayton Public Museum situated as it was for a number of years upstairs at the corner of Second and Ludlow Streets, and isolated from the Main Library, was unable adequately to function as it should. It was found that the annual rental, at the future figure to which it was to be raised would in a short time pay out an investment necessary to put a second story on the Library Annex. So early in 1927 this work was started and the whole Museum moved to its new site, in connection with the Library, in September.

For many years individual collections were shown in their entirety, causing endless duplication, often of unimportant material. Under the supervision of Prof. Werthner, now retained at half time as Director of Education for the Museum, and Prof. August F. Foerste whose wide experience in museum affairs in Washington places him in the class of a leading expert, a revision of everything shown in the Museum was undertaken. Whatever specimens were left on exhibition were credited to the individual who gave them. A thorough scientific re-classification was made of everything and the whole exhibit systematized and card cataloged in the most approved method of modern practice of other mus-



eums, and instead of waiting to have things given to the Museum the Museum Committee has been at pains to ask for important additions that were possibly available in the community.

The very valuable Indian collection of the late Mr. H. E. Talbott was given as a whole by Mrs. Talbott. A valuable addition of early Maya pottery from Yucatan was requested and given by Mr. Will H. Ohmer. As the Minister to Egypt was a Dayton man and had already presented the Museum with a valuable mummy, it was felt that this presented an unusual opportunity of acquiring a representative museum collection. Through the courtesy of Dr. Howell, assisted by Dr. Reisner of Harvard, an unusually fine presentation is made of Egyptian objects. This was made possible by a fund from the Museum budget augmented by the subscription of public spirited individuals. An addition to this that will round out the collection is being added at this time. When it was found that Mr. Frederick Patterson was about to go on an African hunt, the Committee requested Mr. Patterson to hunt for the Museum and later in the year the trophies from his fine bag of African animals beautifully mounted will be installed.

The Museum is being intimately articulated with the work of the Public Schools and a schedule is being maintained by which all the school children visit and are taken through the collections by Prof. Werthner. The present attendance (January February, 1928) is running at the rate of about 15,000 a year and it is hoped that as the Museum is vitalized this will be constantly increased.

B. B. THRESHER,
Chairman, Museum Committee



Report of the Librarian

TO THE BOARD OF TRUSTEES OF THE DAYTON PUBLIC LIBRARY AND MUSEUM:

As Librarian I have the honor to submit herewith the sixty-sixth and sixty-seventh annual reports of the Dayton Public Library covering the years 1926 and 1927.

For only six months of these two years was the present librarian in charge. My illustrious predecessor, Miss Electra C. Doren, was librarian through all of 1926 and from January 1, 1927 until the day of her death March 4, 1927. Miss Elizabeth B. Doren, Vice-Librarian, then served as acting librarian until July 1st.

ELECTRA COLLINS DOREN

The Dayton Public Library as it is to-day is the real monument of Miss Electra C. Doren. She joined the Library Staff in September 1879 when a young girl of eighteen and her first task was the construction of a dictionary catalog. In 1896 she became librarian and served until 1905 when she resigned to become Head Instructor of the Western Reserve Library School. In September 1913 Miss Doren was called again to the librarianship to rebuild the book collection from the remnant left by the flood of March 1913.

During her two terms as librarian she built up the Library collection from 36,000 volumes to 62,000 and then from 47,000 to 185,000. She inaugurated the Training Class in which more than half the present staff have been trained. She was a pioneer in the development of school libraries and in such extension service as is carried on by the Bookwagon. And perhaps most important of all, largely through Miss Doren's own efforts, the budget of the Dayton Public Library was increased from \$64,000 in 1919–1920 to \$225,000 in 1927. Under her wise guidance and tireless efforts a Library of almost 200,000 volumes with branches throughout the City, with a trained and loyal staff and adequate financial support had been established.

A few days after her death her devoted staff expressed their feelings in the following words:

We, the staff of the Dayton Public Library and Museum, wish to testify to the irreparable loss sustained in the death of our beloved leader and counselor, Electra Collins Doren.

We realize deeply that it has been our privilege to serve one of the ablest members of the library profession, one known as a pioneer and leader throughout the state and nation. We recognize also, that in our work for the community we have been directed by a great citizen who has made a distinctive contribution to the intellectual and cultural life of Dayton.

It is impossible for us to express our loving admiration for all the qualities which characterized her as a leader: her professional ability, her indomitable courage, her vision, her optimism, her sympathy, and her deep religious faith. She was at once beloved chief, guide, adviser, and understanding friend.

In the midst of exacting duties and heavy responsibilities she never for a moment forgot her staff. We were her partners in every enterprise. With us she shared her plans; to us she confided her vision for the future.

She was a dear and loving friend to each one of us. We will always remember her sympathetic interest in our personal affairs. Our joys, our sorrows, our aspirations were hers.

It is a source of grief to us that she did not live to realize her life-long dream, a new main library building embodying her ideals for library service to the community.

With trust and resignation she has handed on the task to us. May we have the vision, the strength and the courage to follow where she leads.

On March 10th, at a meeting of the Board of Library Trustees, the following resolution was unanimously adopted:

- WHEREAS, on the 4th day of March, 1927, death placed a term upon the service of Electra Collins Doren to the Dayton Public Library; and
- WHEREAS, she had served the said Library and the public of the City of Dayton as Librarian for more than forty years with the highest degree of ability, courage, devotion, unremitting industry, keen insight and forward vision; and
- WHEREAS, both in her official capacity and in her personal contacts she had fostered and contributed to the accomplishment of many projects for civic betterment; and
- WHEREAS, she was actively interested in and gave untiring cooperation to the many civic educational and study clubs of the city, especially among women's clubs; and
- WHEREAS, during the Great War of 1917–1918 she served with high distinction as a member of the Committee of the American Library Association having charge of the selection of books for the use of men and women in the Military and Naval Service of the United States, both at home and abroad; and
- WHEREAS, she became an outstanding figure among American Librarians for her advanced and novel methods of getting more and more books of significant worth into the hands of an increasing number of readers:

BE IT RESOLVED, that in the passing of Electra Collins Doren the Dayton Public Library has suffered a great and irreparable loss, and

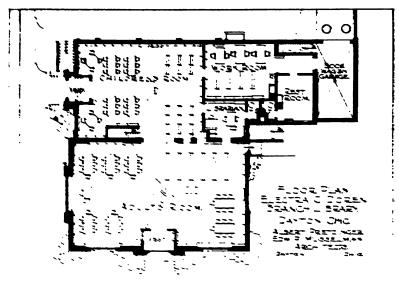
BE IT FURTHER RESOLVED, that these Resolutions be entered upon the Minutes of the Board of Trustees of the Dayton Public Library, and that copies thereof be signed by all of the members of said Board of Trustees and transmitted by the Secretary to the surviving sisters of the deceased, and that copies be furnished to the public press.



ELECTRA C. DOREN BRANCH

It is most fitting that the beautiful branch building in North Dayton over whose plans Miss Doren worked during the last weeks of her life, should bear her name. This branch was built during 1927 and the last week of the year the books from the Allen School were moved in in readiness for its dedication and opening on January 2, 1928. The branch cost approximately \$52,000 not including the cost of the land \$5,500 or the furniture \$7,000. There is shelf room for 16,000 books and accommodations for 100 readers. Pretzinger and Musselman were the architects.









DAYTON PUBLIC LIBRARY MUSEUM

The Museum collections were considerably built up and strengthened during 1926 and 1927 largely on account of the ardent interest in the Museum taken by the Chairman of the Trustee Museum Committee, Mr. B. B. Thresher. During 1927 new quarters were also built for the Museum—a second floor being added to the Library Annex at a cost of approximately \$40,000. This addition as also the original first floor of the Annex was built under the direction of Pretzinger and Musselman. In August the Museum exhibits were moved without mishap from the old building on Ludlow Street. Through the indefatigable efforts of the Educational Director, Prof. Wm. B. Werthner, the Curator, Mr. Charles L. Sullivan, and the special advisor, Prof. August F. Foerste, the specimens have been arranged much more clearly and scientifically than was possible in the old rooms.

OTHER NEW AGENCIES

During the two years several other new library agencies have been introduced. In January 1927 the Dayton View Branch was opened up in the Community House of the congregation of K. K. B'nai Yeshurun on Salem Avenue. A beautiful corner room on the first floor had been generously given and furnished by the congregation for library purposes.

In September 1927 a new school branch was inaugurated in the new Wilbur Wright Junior High School. At the same time the branch library located in the old Harrison School was transferred to the new Wogaman School.

BOOK STOCK AND CIRCULATION

In the spring of 1927 a careful invoice or inventory of all the books in the Library system was made so that for the first time since the 1913 flood the exact number of books in each class and in each agency was ascertained. The first tables in the appendix give a detailed analysis of the 201,396 volumes active at the end of 1927.

During 1926, 8,964 books and during 1927, 23,867 books were added to the Library.

The circulation shows a gradual increase.

1924	521,299
1925	642,742
1926	623,855
1927	651,336

It is still less than it should be considering the size of the Library and the size of the City. During 1928 it is planned to definitely attack this problem of circulation having as our goal a circulation of 1,000,000 volumes.

FRIENDS OF READING

One of the strongest impressions left on the Staff by Miss Doren is shown in the activities of the Staff Association called Friends of Reading. Meetings are held once a month and various members of the Staff review notable new books.

The Friends of Reading has also sponsored public lecture courses. During the winter of 1926–27 Prof. Frank D. Slutz gave two six lecture courses on "The New Psychology" and "World Literature." During the winter of 1927–28 he is giving two more courses on "Modern Novels" and "Modern Social Problems." All these lectures have been well attended.

OUR PROGRAM FOR THE FUTURE

The two pressing needs of the Dayton Public Library are increased circulation and and a new library building. The first we hope to secure during 1928. The second, which entails a bond issue of perhaps a million dollars, must not be postponed much longer if the library is to serve the community as it has a right to expect to be served.

In conclusion, I wish to express my appreciation of the loyal and sympathetic support which all the Library Staff have given their new Librarian and my gratitude to the Board of Library Trustees for their cordial cooperation and friendly counsel.

Respectfully submitted,

PAUL NORTH RICE, Librarian

Supplementary Tables

- 1. Volumes Active by Agency
- 2. Volumes Active by Class
- 3. Circulation Statistics by Agency 1926
- 4. Circulation Statistics by Agency 1927
- 5. Circulation Statistics by Class 1926
- 6. Circulation Statistics by Class 1927
- 7. Gift and Endowment Funds.
- 8. Library Statistics arranged according to A. L. A. form 1926
- Library Statistics arranged according to A. L. A. form 1927

Volumes Active by Agency December 31, 1927

		ADULT		J.	UVENILE		GRA	GRAND TOTAL	AL
	Circulating Reference	Reference	TOTAL	Circulating Reference	Reference	TOTAL	Circulating Reference TOTAL	Reference	TOTAL
Main	50,334	18,544	828,89	7,327	1,308	8,635	57,661	19,852	77,513
Stations	9,654	2,443	12,097	6,293	27	6,320	15,947	2,470	18,417
High School	2,139	267	2,406				2,139	267	2,406
Classroom				16,673	91	16,764	16,673	91	16,764
Museum		4	4		91	10		14	14
Medical	1,019	868	1,917				1,019	868	1,917
East	8,421	1,669	10,090	3,808	358	4,166	12,229	2,027	14,256
West	7,886	1,563	9,449	3,651	360	4,011	11,537	1,923	13,460
Electra C. Doren	3,222	433	3,655	2,893	280	3,173	6,115	713	6,828
Dayton View	1,482	311	1,793	2,637	174	2,811	4,119	485	4,604
Brown	1,484	415	1,899	2,837	175	3,012	4,321	290	4,911
Cleveland	1,348	335	1,683	2,648	174	2,822	3,996	203	4,505
Emerson	2,342	422	2,764	2,982	199	3,181	5,324	621	5,945
Jackson	1,001	174	1,175	2,071	23	2,130	3,072	233	3,305
Patterson	1,007	188	1,195	2,085	11	2,156	3,092	259	3,351
Whittier	1,345	. 338	1,683	2,636	175	2,811	3,981	513	4,494
Wogaman	1,008	172	1,180	2,068	29	2,135	3,076	239	3,315
Wilbur Wright	1,512	168	1,680	2,028	45	2,073	3,540	213	3,753
×	1,571	40	1,611	2,005	45	2,050	3,576	8	3,661
Y	1,466	37	1,503	2,015	45	2,060	3,481	83	3,563
TOTAL Accessioned	98,241	28,421	126,662	66,657	3,663	70,320	164,898	32,084	196,982
Unaccessioned	3,273	1,141	4,414				3,273	1,141	4,414
GRAND TOTAL	101,514	29,562	131,076	66,657	3,663	70,320	168,171	33,225	201,396



Volumes Active by Class December 31, 1927

•		MAIN		OTU.	OTUBD ACENOTES	CIEC	a	CDAND TOTAL	١
CLASSES	Adult	Juvenile	TOTAL	Adult	Juvenile	TOTAL	Adult	Juvenile	TOTAL
000	2 164	180	2 353	9.057	750	2 807	A 221	030	5 160
050 Periodicals	7,621	245	7,86	4,077	38	5,00	1,69	181	12,879
070 Newspapers	·	ì	∞	· •	}		80	1	8
	1,324	88	1,352	806	130	1.038	2.232	158	2.390
200	2,859	230	3,089	1,356	1,248	2,604	4,215	1,478	5,693
300	6,007	815	6,822	4,805	6,164	10,969	10,812	6,979	17,791
400	273	9	279	299	20	319	572	79	298
200	1,780	541	2,321	1.824	4.264	6.088	3.604	4.805	8.409
009	4,584	381	4,965	5,542	2,805	8,347	10,126	3,186	13,312
700	3,892	621	4.513	1,932	2,892	4.824	5.824	3,513	9,337
800	6.576	1.013	7.589	5.524	8.081	13,605	12,100	9006	21.194
006	4.478	721	5,199	3,045	5.819	8,864	7.523	6.540	14,063
Ľ	3,509	671	4,180	2,744	5,397	8,141	6.253	6,068	12,321
T2 Maps	01		10	7	•	2	17	•	17
	3,878	284	4,462	1,740	3.258	4.998	5.618	3.842	9,460
Fiction	7,382	2,276	9,658	20,595	18,203	38,798	27,977	20,479	48,456
Pb		215	215		1,504	1,504		1,719	1,719
Dayton	344		344	69		69	413		413
English for Foreigners	101		101	16		16	117		117
French	226	2	561	12	-	13	268	9	574
German	2,237	35	2,329	886	213	1,201	3,225	302	3,530
Greek	14		14				14		14
Hebrew	က		က				က		က
Hungarian	249		549			,	249		549
Italian	EI,		13	2		8	15		15
Lithuanian	-		-				-		-
Polish	543		543	. 242		242	785		785
Rumanian	ĮŽ		12				12		12
Russian	-	(-				-	•	-
Scandanavian	,	2	.7				,	7	7
Slovakian	٦;		Т;				٦;		
Spanish	61		19				19		61
Welsh	m (က				က		က
Yiddish	66		6				65		199
Public Documents	4,604		4,604				4,604		4,604
Music	114	٠	114				114		114
Curio	٦;		- [- ;		-
Dental	888		200				88		8 8
Storage	6,330		2,330				2,930		2,330
TOTAL Accessioned Unaccessioned	68,878 4,414	8,635	77,513 4,414	57,784	61,685	119,469	126,662 4,414	70,320	196,982 4,414

Circulation Statistics by Agency - 1926

			
	Adult	Juvenile	TOTAL
MAIN AND STATIONS			
Main	111,480	33,375	144,855
High School	12,168		12,168
N. C. R.	['] 2,034		2,034
Miscellaneous Stations	2,503	111	2,614
Medical	125		125
TOTAL	128,310	33,486	161,796
REGIONAL BRANCHES			
East	25,837	30,758	56,595
West	20,802	42,051	62,853
TOTAL	46,639	72,809	119,448
SCHOOL BRANCHES			
Brown	11,118	14,710	25,828
Cleveland	10,210	18,832	29,042
Emerson	6,969	16,348	23,317
Harrison (Wogaman)	3,885	14,044	17,929
Jackson	2,856	9,617	12,473
North	8,756	17,726	26,482
Patterson	8,910	19,042	27,952
Whittier	5,488	11,948	17,436
TOTAL	58,192	122,267	180,459
BOOKWAGON		•	
Main	8,118	16,331	24,449
East	7,988	21,187	29,175
West	10,055	19,030	. 29,085
Night	309	81	390
TOTAL	26,470	56,629	83,099
TOTAL	259,611	285,191	544.802
Classroom Libraries		79,053	79,053
GRAND TOTAL	259,611	364,244	623,855



Circulation Statistics by Agency - 1927

	Adult	Juvenile	TOTAL
MAIN AND STATIONS			
Main	111,211	38,490	149,701
High School	13,023	•	13,023
N. C. R.	2,014		2,014
Miscellaneous Stations	1,131	380	1,511
Medical	. 252		252
TOTAL	127,631	38,870	166,501
REGIONAL BRANCHES			
East	26,952	36,230	63,182
West	20,503	39,885	60,388
TOTAL	47,455	76,115	123,570
OTHER AGENCIES			
. Dayton View	12,460	11,473	23,933
SCHOOL BRANCHES			
Brown	12,831	19,270	32,101
Cleveland	10,313	17,941	28,254
Emerson	8,699	21,177	29,846
Jackson	2,554	12,727	15,281
North	10,078	24,668	34,746
Patterson	8,998	21,207	30,205
Whittier	5,522	15,023	20,545
Wogaman (Harrison)	4,108	16,519	20,627
Wilbur Wright	2,128	7,648	9,776
TOTAL	65,201	156,180	221,381
BOOKWAGON			
Main	7,817	15,637	23,454
East	8,323	19,203	27,526
West	8,434	12,122	20,556
TOTAL	24,574	46,962	71,536
TOTAL	277,321	329,600	606,921
Classroom Libraries	•	44,415	44,415
GRAND TOTAL	277,321	374,015	651,336

Circulation Statistics by Class - 1926

Circulating Serials 34,963 17,218 52, 000 - General Works 587 2,441 3, 100 - Philosophy 3,474 300 3, 200 - Religion 3,239 4,642 7, 300 - Sociology 6,977 44,362 51, 400 - Philology 680 37 500 - Natural Science 3,979 16,833 20, 600 - Useful Arts 7,345 8,509 15, 700 - Fine Arts 5,523 10,676 16, 800 - Literature 16,114 55,658 71, 900 - History 5,778 22,520 28, Travel 6,984 20,304 27, Biography 6,787 10,075 16, Picture Books 6,000 6, Fiction 157,181 144,669 301,		•		
000 - General Works 587 2,441 3, 100 - Philosophy 3,474 300 3, 200 - Religion 3,239 4,642 7, 300 - Sociology 6,977 44,362 51, 400 - Philology 680 37 500 - Natural Science 3,979 16,833 20, 600 - Useful Arts 7,345 8,509 15, 700 - Fine Arts 5,523 10,676 16, 800 - Literature 16,114 55,658 71, 900 - History 5,778 22,520 28, Travel 6,984 20,304 27, Biography 6,787 10,075 16, Picture Books 6,000 6, Fiction 157,181 144,669 301,		Adult	Juvenile	TOTAL
100 - Philosophy 3,474 300 3, 200 - Religion 3,239 4,642 7, 300 - Sociology 6,977 44,362 51, 400 - Philology 680 37 500 - Natural Science 3,979 16,833 20, 600 - Useful Arts 7,345 8,509 15, 700 - Fine Arts 5,523 10,676 16, 800 - Literature 16,114 55,658 71, 900 - History 5,778 22,520 28, Travel 6,984 20,304 27, Biography 6,787 10,075 16, Picture Books 6,000 6, Fiction 157,181 144,669 301,	Circulating Serials	34,963	17,218	52,181
200 - Religion 3,239 4,642 7,300 - Sociology 6,977 44,362 51,400 - Philology 680 37 500 - Natural Science 3,979 16,833 20,500 - Useful Arts 7,345 8,509 15,700 - Fine Arts 5,523 10,676 16,800 - Literature 16,114 55,658 71,4900 - History 5,778 22,520 28,471	000 - General Works	587	2,441	3,028
300 - Sociology 6,977 44,362 51,400 - Philology 680 37 500 - Natural Science 3,979 16,833 20,4600 - Useful Arts 7,345 8,509 15,4700 - Fine Arts 5,523 10,676 16,114 55,658 71,4900 - History 5,778 22,520 28,471	100 – Philosophy	3,474	300	3,774
400 - Philology 680 37 500 - Natural Science 3,979 16,833 20,600 600 - Useful Arts 7,345 8,509 15,600 700 - Fine Arts 5,523 10,676 16,600 800 - Literature 16,114 55,658 71,600 900 - History 5,778 22,520 28,600 Travel 6,984 20,304 27,600 Biography 6,787 10,075 16,600 Picture Books 6,000 6,600 Fiction 157,181 144,669 301,600	200 - Religion	3,239	4,642	7,881
500 - Natural Science 3,979 16,833 20,600 - 16,833 20,600 - 16,833 20,600 - 15,600 15,600 - 15,600 15,600 - 15,600 16,676 16,676 16,676 16,676 16,676 16,676 16,676 16,676 16,676 10,676 16,676 16,676 10,676 16,676 10,676 16,676 10,676 16,676 10,676 <t< td=""><td>300 - Sociology</td><td>6,977</td><td>44,362</td><td>51,339</td></t<>	300 - Sociology	6,977	44,362	51,339
500 – Useful Arts 7,345 8,509 15,600 700 – Fine Arts 5,523 10,676 16,16 800 – Literature 16,114 55,658 71,70 900 – History 5,778 22,520 28,70 Travel 6,984 20,304 27,70 Biography 6,787 10,075 16,70 Picture Books 6,000 6,70 Fiction 157,181 144,669 301,70	400 - Philology	680	37	717
700 - Fine Arts 5,523 10,676 16, 800 - Literature 16,114 55,658 71, 900 - History 5,778 22,520 28, Travel 6,984 20,304 27, Biography 6,787 10,075 16, Picture Books 6,000 6, Fiction 157,181 144,669 301,	500 – Natural Science	3,979	16,833	20,812
Biography 6,787 10,075 16,174 157,181 144,669 301,48	600 – Useful Arts	7,345	8,509	15,854
POOD - History 5,778 22,520 28,778 Travel 6,984 20,304 27,778 Biography 6,787 10,075 16,000 Picture Books 6,000 6,000 6,000 Fiction 157,181 144,669 301,000	700 - Fine Arts	5,523	10,676	16,199
Travel 6,984 20,304 27, Biography 6,787 10,075 16, Picture Books 6,000 6, Fiction 157,181 144,669 301,	800 - Literature	16,114	55,658	71,772
Biography 6,787 10,075 16,000 Picture Books 6,000 6,000 Fiction 157,181 144,669 301,000	900 – History	5,778	22,520	28,298
Picture Books 6,000 6, Fiction 157,181 144,669 301,	Travel	6,984	20,304	27,288
Fiction 157,181 144,669 301,	Biography	6,787	10,075	16,862
	Picture Books	•	6,000	6,000
GRAND TOTAL 259.611 364,244 623,	Fiction	157,181	144,669	301,850
	GRAND TOTAL	259.611	364,244	623,855

Circulation Statistics by Class - 1927

	Adult	Juvenile	TOTAL
Circulating Serials	38,127	17,960	56,087
000 - General Works	868	2,184	3,052
100 - Philosophy	4,014	240	4,254
200 - Religion	3,678	3,888	7,566
300 - Sociology	7,263	41,725	48,988
400 - Philology	467	51	518
500 - Natural Science	4,214	14,323	` 18,537
600 - Useful Arts	8,196	7,678	15,874
700 - Fine Arts	6,429	11,628	18,057
800 - Literature	15,799	47,721	63,520
900 – History	6,573	18,551	25,124
Travel	8,640	18,809	27,449
Biography	7,987	9,217	17,204
Picture Books		7,689	7,689
Fiction	165,066	172,351	337,417
GRAND TOTAL	277,321	374,015	651,336

Gift and Endowment Funds

BALANCE ON HAND, DECEMBER 31, 1927

C. R. Gilmore Memorial Book Fund	\$1,401.36
Miscellaneous Book Endowment Fund	150.19
Library for Blind Fund	79. 5 4
Employees' Pension Fund	3.135.54





Library Statistics, 1926

ARRANGED ACCORDING TO THE FORM RECOMMENDED BY THE AMERICAN LIBRARY ASSOCIATION

Annual Report for year ended December 31, 1926.

Dayton Public Library and Museum.

Dayton, Ohio.

Librarian, Electra Collins Doren.

Date of founding, 1860.
Population served, 177,000 (U. S. Census estimate).

Assessed valuation of city school district, \$343,580,220.

Assessed valuation is 100% of true cash value.

Rate of tax levy for library purposes, .670 mill.

Terms of use, Free for lending and reference.

Total number of agencies, 241.

Central library.

Branches, 10; 2 in separate buildings, 8 in school buildings.

Sub-branches, 1.

Stations, 8; 34 Bookwagon stations.

Schools, 187 classroom collections in 27 schools.

Number of days open (Central Library) 360 (306 days for lending). Hours open each week (Central Library) for lending, 72; for reading, 79. Hours of service required of staff, 40.

BOOK STOCK	Adult	Juvenile	TOTAL
Number of volumes at beginning of year	120,658	56,344	177,002
Number of volumes added by purchase	7,026	1,925	•
Number of volumes added by gift	13	-,,	13
Total	127,697	58,269	185,966
Number of volumes lost or withdrawn	3,351	1,966	5,317
Total number at end of year .	124,346	56,303	180,649
Number of volumes in Reference Dep't	27,800	3,293	31,093
Number of newspapers, periodicals, proclearned societies received, 515 titles (13	eedings a 98 copies	nd transa).	ctions of
Number of publications issued during year			1 annual
report. USE		_	
No. of volumes of fiction lent for home use	157,181	144,669	301,850
Total number of volumes lent for home use	259,611	364,244	623,855
Per cent fiction lent of total volumes lent	60.5%	39.7%	48.3%
Circulation per capita, 3.5			
REGISTRATION	7		
Number of borrowers registered during year	r 5,990	5,047	11,037
Total number of registered borrowers	18,498	16,524	35,022

Registration period, 3 years Per cent registered borrowers of population served, 19.7%.

RECEIPTS FROM FINANCE		
Local taxation		\$224,634.69
Invested funds		86.43
Membership fees		123.25
Fines		3,289.44
Interest on deposits		2,643.91
Other sources		60.21
		\$230,837.93
Unexpended balance from previous year	r	57,040.07
GRAND TOTAL	• • •	\$287,878.00
GRAND TOTAL		\$ 207,878.00
PAYMENTS FOR MAINTENANCE	LIBRARY	MUSEUM
1. Operating Expenses		
Salaries	\$111,155.57	
Books	15,490.23	
Periodicals	3,074.50	
Binding	1,971.91	
Supplies, stationery, printing, etc	6,352.16	
Furniture, equipment, etc	3,369.71	
Museum specimens		54.67
Museum specimens	1,052.23	
Other items	1,472.12	21.33
Total	\$143,938.43	\$3,433.30
2. Building Maintenance Expens	es.	
	11,276.82	498.20
Janitors' salaries	985.98	
Building repairs and minor alterations.	289.97	
Rent	207.71	3,600.00
Heat, light and power, and water	4,296.01	
Other items	800.22	
Total	\$ 17,649.00	
TOTAL MAINTENANCE EXPENSE	\$161,587.43	\$7,758.14
Extraordinary Expenses		
Sites	5,586.70	
Additions to buildings	5,267.79	
Other unusual expenses	3,753.82	
Total	\$ 14,608.31	
TOTAL	\$176,195.74	\$7,758.14
GRAND TOTAL		953.88
Maintenance expenditure per volume of cir		\$.259
Maintenance expenditure per capita \$.91	12 Library \$.043 Museum

Library Statistics, 1927

ARRANGED ACCORDING TO THE FORM RECOMMENDED BY THE AMERICAN LIBRARY ASSOCIATION

Annual Report for year ended December 31, 1927. Dayton Public Library and Museum, Dayton, Ohio.

Librarian, Electra Collins Doren (Deceased March 4, 1927).

Elizabeth B. Doren, Acting Librarian.
Paul North Rice, appointed July 1, 1927.

Date of founding, 1860.

Population served, 180,700 (U. S. Census estimate).

Assessed valuation of city school district, \$349,877,390.

Assessed valuation is 100% of true cash value.

Rate of tax levy for library purposes, .655 mill.

Terms of use, Free for lending and reference.

Total number of agencies, 215.

Central library; Branches, 12: 2 in separate buildings, 9 in school buildings, 1 in Community House; Sub-branch, 1; Stations, 15; 32 Bookwagon stations; Schools, 154 classroom collections in 25 schools. Number of days open (Central Library) 358 (305 days for lending). Hours open each week (Central Library) for lending, 72; for reading, 79. Hours of service per week required of staff, 40.

BOOK STOCK	Adult	Juvenile	TOTAL
Number of volumes at beginning of year	124,346	56,303	180,649
Number of volumes added by purchase	7,466	16,368	23,834
Number of volumes added by gift	33		33
Total	131,845	72,671	204,516
Number of volumes lost or withdrawn	769	2,351	3,120
	131,076	70,320	201,396
	29,562		33,225
Number of newspapers, periodicals, proce	eedings a	nd transa	ctions of
learned societies received, 518 titles (152	20 copies).	
Number of publications issued during year,	7 reading	lists and 2	circulars.

USE

No. of volumes of fiction lent for home use	165.066	172.351	337.417
Total number of volumes lent for home use			
Per cent fiction lent of total volumes lent	•	46%	
Circulation per capita, 3.6		/6	/0

REGISTRATION

Number of borrowers registered during year	6,293	5,463	11,756
	20,551	17,940	38,491
Registration period, 3 years			
Per cent registered borrowers of population	served.	21.3%.	

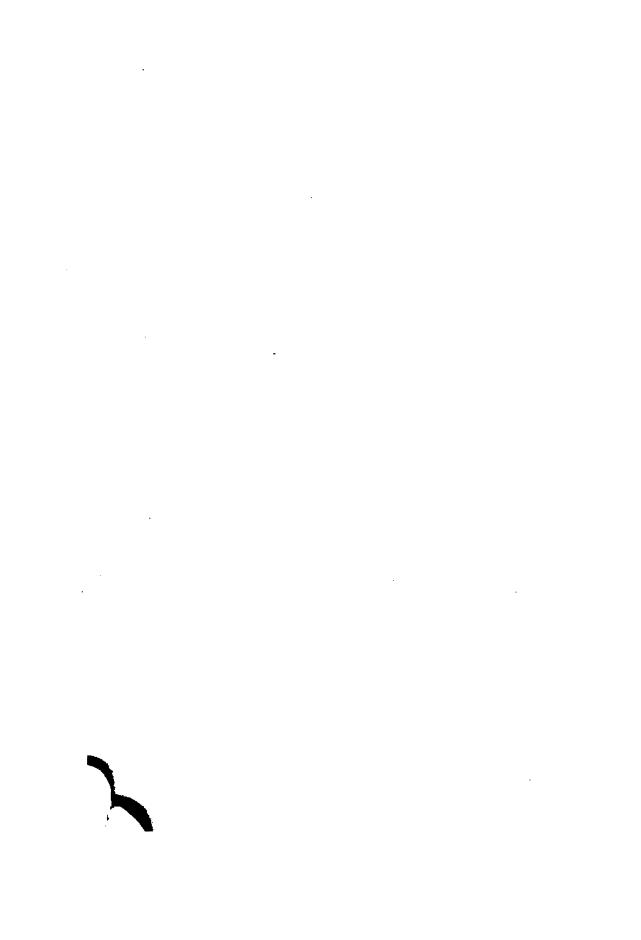
RECEIPTS FROM	FINA	NŒ			
• •				\$222,235.88	
	•	•			
Invested funds	•	•		87.00 117.25	
Fines	•	•		3,573.63	
Fines	•	•		535.00	
	•	•	• • • •		
Interest on deposits . Other sources	•	•	• • • •	2,770.01	
Other sources	•	•		88.36	
				\$229,407.13	
Unexpended balance from	previo	us yez	r	103,924.12	
GRAND TOTAL .	•	•		\$ 333,331.25	
PAYMENTS FOR MAINTENANCE	E		LIBRARY	MUSEUM	
1. Operating Expension	nses				
Salaries			\$121,312.40	\$ 3,861.34	
Books			43,394.65		
Periodicals			3,849.02		
			4,141.79		
Binding	ng. etc.		5,377.47		
Furniture, equipment, etc.	- 6 ,		2,486.07		
Museum specimens	•		_,	2,005.17	
Museum specimens Telephone, postage, freigh	F existes	 :<	1,110.25		
Other items	t, capic		2,575.42		
Total	•	• •	\$184,247.07		
lotal	•		\$184,247.07	\$ 6,122.78	
2. Building Maintenance Expenses					
Janitors' salaries . Cleaning supplies and equ		. .	12,564.57	488.00	
Cleaning supplies and equ	ipment		605.97		
Building repairs and mino	r alterat	ions .			
Rent				2,100.00	
Heat, light and power, and	water		4,916.32	220.22	
Other items			829.35		
Total			\$ 19,274.47		
TOTAL MAINTENANCE EXPENS	E		\$203,521.54		
		•	4 203,321.31	4 0,575.20	
Extraordinary Expe	nses				
Manu buildings			47,744.63		
Additions to buildings			,	39,169.48	
Other unusual expenses			5,801 05		
Total			\$ 53,545.68		
	•				
TOTAL	•		\$257,067.22		
GRAND TOTAL			\$306,	917.67	
Maintenance expenditure per	volume	e of ci	rculation	\$.312	
Maintenance expenditure per	capita	\$ 1.13	26 Library \$.	.049 Museum	

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DAYTON PUBLIC LIBRARY PRESS 658 2m '28



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68 th, 69 th, 70 th & 71 st Annual Reports

THE DAYTON PUBLIC LIBRARY & MUSEUM

Dayton,Ohio



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BOARD OF TRUSTEES DAYTON PUBLIC LIBRARY AND MUSEUM

1928							
J. P. Landis							. President
Mary Frances Peirce							Vice-President
Daniel Blau						Sec	retary-Treasurer
William Prinz J. G. C	. Sch	enc	k Fran	nk D.	Slu	tz	B. B. Thresher
•							
			1929				
J. P. Landis			•				. President
Mary Frances Peirce (1))						Vice-President
Daniel Blau (2) .			•			Sec	retary-Treasurer
William Prinz (3) J. G.	. C . S	che	nck Fr	ank D). Sl	utz	B. B. Thresher
(1) Succeeded by Mrs.							
(2) Succeeded as Secreta							
(3) Succeeded by G. A							, j, 1.
()) bacceded by G. 11. Mollis, Hovember 20.							
			1930				
J. P. Landis					•		. President
Mrs. A. F. Shepherd							Vice-President
Paul North Rice .							
Daniel Blau G. A. Morris J. G. C. Schenck Frank D. Slutz B. B. Thresher							
	J						
1931							
J. P. Landis							. President
Mrs. A. F. Shepherd							
Paul North Rice .						Sec	retary-Treasurer
Daniel Blau G. A. Morris	J. G.	C.	Schenck	Fran	kD.	Slutz	B. B. Thresher

LIBRARIAN 1928 to 1931 Paul North Rice Saylon Patrice he hong dud museum

LIBRARY DIRECTORY

MAIN PUBLIC LIBRARY

215 East Third Street Telephone ADams 6281 Open Week Days, 9:00 A.M. to 9:00 P.M.; Sundays, 2:00 P.M. to 9:00 P.M.

REGIONAL BRANCH LIBRARIES

East Carnegie Branch Library
Open Week Days, 12:00 m. to 8:30 p.m.

West Carnegie Branch Library
Open Week Days, 12:00 m. to 8:30 p.m.

Electra C. Doren Branch Library
Open Week Days, 12:00 m. to 8:30 p.m.

Dayton View Branch Library
Open Week Days, 12:00 m. to 8:30 p.m.

2160 East Fifth Street
Telephone MAdison 4011

1612 West Fifth Street
Telephone HEmlock 2651

Telephone FUlton 8681

1515 Salem Avenue
Telephone RAndolph 1721

SCHOOL BRANCH LIBRARIES

Brown	Parkwood Drive	Mondays, Wednesdays, Fridays
Cleveland	Pursell Avenue	Mondays, Wednesdays, Fridays
Emerson	Hickory Street	Mondays, Tuesdays, Wednes- days, Thursdays, Fridays
Jackson	Abbey Avenue	Mondays, Wednesdays, Fridays
Lincoln	Nassau Street	Mondays, Wednesdays, Fridays
Patterson	Wyoming Street	Mondays, Wednesdays, Fridays
Whittier	Miami Chapel Road	Tuesdays, Thursdays
Wogaman	Germantown Street	Tuesdays, Thursdays
Wilbur Wright	Huffman Avenue	Mondays, Tuesdays, Wednes- days, Thursdays, Fridays

BOOKWAGON

Main Division Wednesdays, Thursdays, Fridays and Saturdays
Riverdale, Dayton View, West Side, Westwood, Edgemont,
Ft. Mc Kinley, Shiloh Springs and Drexel

East Division Mondays and Tuesdays
East-End, Hearthstone Plat, Belmont and South Wayne Ave.

MEDICAL LIBRARY

Fidelity Building
Telephone ADams 5311
Open Week Days, 9:00 A.M. to 1:00 P.M.; 2:00 P.M to 5:00 P.M.

MUSEUM

Main Library Annex, Second Floor Telephone ADams 6281 Open Week days, 9:00 A.M. to 5:00 P.M.; Sundays, 2:00 P.M. to 5:00 P.M.

DAYTON PUBLIC LIBRARY STAFF

Paul North Rice .	•	•	Librarian			
Elizabeth B. Doren, Vice-l	Libra	arian a	nd Head of Acquisition Department			
DE	PAF	RTME	NT HEADS			
Frederick H. Cook .			. Reference and Technology			
Cora M. Ewell			Supplies			
Janet L. Hannaford .			. Main Library, Circulation			
Helen Haug	. •		. Dayton View Branch Library			
Edith Hoborn			Accounts and Statistics			
Virginia Hollingsworth			. Catalog: Books for Adults			
	tor,	Traini	ng Class and Reference, Main Floor			
Mrs. Mildred A. Linskey			Supervisor, School Branch Libraries			
Maude S. Miles .			. West Carnegie Branch Library			
M. A. Nafe			Printing			
Mrs. Alice Kile Neibel		•	Shelf			
Elsie F. Pack			Electra C. Doren Branch Library			
Mrs. Eliza T. Ramsay			Bookwagon			
Ruth Stein			High School Division			
Helen M. Tattershall.			. East Carnegie Branch Library			
Theresa C. Walter .			Book Repair			
Maud L. Weller .		Child	ren's Work and Children's Catalog			
SENIOR ASSISTANTS						
	,1 11/	JIC 710				
Mary E. Althoff Carrie Bench	•	•	Main Library, Circulation Catalog			
Mrs. Helen M. Costello.	Mair	n Libra	ary, Circulation and Lincoln Sch. Br.			
Zoe M. Dexter	•		Catalog			
Eva D. Edgerton .			Catalog			
Jane E. Errett		•	Reference and Catalog			
Martha Ann Jones .	•	•	Children's Work			
† Mildred Kalheim .		Wi	Ibur Wright School Branch Library			
Louise D. Kulamer .			Electra C. Doren Branch Library			
Mrs. Margaret R. Moore			. West Carnegie Branch Library			
Helen Pearson		•	. Reference and Technology			
Mrs. Jessie A. Price .	•	•	. Reference and Technology			
Suzanne Starr	•	•	. East Carnegie Branch Library			
Mildred T. Stibitz .	•	•	Reference, Main Floor			
Mary Stuart	•	•	. Dayton View Branch Library			
Carrie E. Toedte .	•	•	. Lettering and Book Repair			

^{*}On leave of absence †Part time

ASSISTANTS

Mrs. Janice D. Bach Thesel P. Howe Clara E. Hueffelman Louis W. Keyer Marie L. Koeker

Elizabeth Miller Mrs. Marie N. Rasey † Catharine E. Suber Lillian Van Harlingen Clara B. Wiedmann

Mrs. Gwendolyn Woodman

JUNIOR ASSISTANTS

Kathleen Brown Helen Bunnell Edward C. Colby Mrs. Eliza P. Coleman Ida E. Davis Mrs. Elizabeth Friermood † Louise M. Gleim Dorothy Greene Mary P. Hendricks Mary C. Hoying Frederick W. Kabel Sara Kaplan

Bonita Kinsey Mrs. Florence Mc Connell Mrs. Emmeline Miller Hester Mitchell Esther E. Nichols Lenore Ross Cecilia E. Schoff Catherine Shank The Said Nora Shearer Mrs. Mary M. Sleeter

Mrs. Anna M. Syring

Alice Weaver

LIBRARY AIDS

Margaret Bisset Edith L. Blore Mrs. Leona S. Drillette † Ruth Dysken Meriel Ede * Rosanne Frey Hilda Gallmann Amanda L. Hay Mildred Himes Corrinne Hutchins * Erma Jordan † Ruth Kabel Mrs. Margaret B. Keefer Vera M. Keyer Robert Kingery Evelyn Lasure Audrey Lechner

Helen Allison

Alice Bingham

Mrs. Ruth G. Nafe Lily Nelson Harold Nichols Florence Rench M Eileen Roney Naomi Roof Orletta Rose Mary Schroy * Mildred Schull Mildred G. Smock Edith K. Stork Ellen L. Strahler Irma Stubbs Edwin Suber * Chrystal Thompson * Goldie Tilman Louise Turpin Mrs. Juanita M. Warner Vivian Way Madge Wehrly

Stadiografity was done in the contract

Lula Zahars

Willard Lloyd

^{*}On leave of absence †Part time

BOOKMENDERS

Annie Cavender Mrs. Leona de Banto Mrs. Edna M. Ganger G. Lillian Horn Mrs. Anna C. Kauflin Mary E. Keber Mrs. Mary A. Knaub Anna K. Kuntz Mrs. Irena B. Mitchell Mary M. Owen Mrs. Margaret M. Selz Mrs. Pauline S. VonFreiberg Bertha C. Walter Mary A. Wittman

PAGES-38

MEDICAL LIBRARY

Mildred E. Jeffrey

Montgomery County Medical Society

MUSEUM

Sigmund Metzler H. W. Sanderson

Educational Director Curator

BUILDING CARE

Edward Y. Harvey

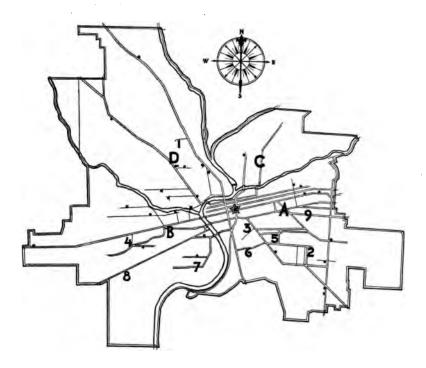
JANITORS

Fergus M. Anderson † Joseph W. Clem Samuel S. Dickensheets Charles O. High Norman H. High Edward Ricker William H. Runyon Edwin A. Weldy Milton White William L. Winfield

M. Ervin Wood

^{*}On leave of absence †Part time

LIBRARY SERVICE MAP OF THE DAYTON SCHOOL DISTRICT



Star indicates Main Library.

- A-East Carnegie Branch Library
- B-West Carnegie Branch Library
- C-Electra C. Doren Branch Library
- D-Dayton View Branch Library
- 1—Brown School Branch Library
- 2—Cleveland School Branch Library
- 3-Emerson School Branch Library
- 4-Jackson..School Branch Library
- 5-Lincoln School Branch Library
- 6-Patterson School Branch Library
- 7-Whittier School Branch Library
- 8—Wogaman School Branch Library
- 9-Wilbur Wright School Branch Library

Dots indicate Bookwagon Stations at: E. Third and Magee Sts.; E. Third St. Hill; N. Findlay at Duriron Corp.; E. First and Jersey Sts.; Elliott Ave.; Overlook Ave. and Kenia Pike; U. B. Church on Overlook Ave.; Belmont School; Wayne Ave. and Gebhart St.; Longfellow School; Shiloh School; Leland Electric Co.; VanCleve School; Westwood School; Seybold Machine Co.; St. Agnes School; Dakota and Conover Sts.; Drexel School; 1518 Oakridge Ave.; Ohmer Fare Register Co.; McCall Publishing Co.; Mumma and Main Sts.; Kenilworth Ave.; Williams St. and Riverview Ave.; Winchester and Lexington Aves.; and Ft. McKinley.

One Sub-Branch, 16 Stations, and 316 Classroom Collections in 42 schools are also maintained, but are not indicated on this map.

PREFATORY NOTE

It gives me unfeigned pleasure to commend this report of our worthy Librarian, Mr. Paul North Rice, to the attention of the Board of Trustees of the Dayton Public Library, to the Board of Education as also to the citizens in general of our fair city. It is a surprisingly full and comprehensive presentation of one of our Gem City's most important and valuable activities.

This is a decidedly materialistic age; but this report makes clear that this city of factories and material industries is by no means overlooking the higher and finer, though less tangible values of human nature and of civilization. Without vanity we may justly take pride in our well-organized and efficient public school system, of which the Public Library is a feature, and which under the careful supervision of the Board of Education, is attracting the attention of educators even beyond the borders of our State. The strength, dignity and glory of a people do not lie so much in their material possessions as in their intelligence, refinement and moral virtues. In promoting these elements a community or nation is acquiring assets of the highest significance and value.

Man is vastly more than a marvellous compound of chemical elements. Sir William Hamilton in his Metaphysics, approvingly quotes an earlier philosopher as saying in oriental hyperbole, "On earth there is nothing great but man; in man there is nothing great but mind." Professor de Qu trefages, eminent as a professor of anthropology in France, in his work on The Human Species, classifies man in a kingdom by himself, the "Human Kingdom," the differentiating elements which specially lift him above all other objects of creation being his moral and religious characteristics. The immortal Shakespeare exclaims: "What a piece of work is man! how noble in reason! how infinite in faculty! . . . in action how like an angel! in apprehension so like a god!" Our sacred records place him "but little lower than God." Man is the climax of all terrestrial creation, capable of indefinite development. Whatever contributes to this end comes under the category of education and is most worthy.

Now, we know that education should be one of the first aims of a community and of the individual person. We also know that books are one of the earliest as also one of the constant and best means or instruments of education. They are by no means the only instruments, but as I have said, among the chief. Milton said, "A good book is the precious life-blood of a master spirit." In good books is enshrined the best of the ages past — the best of thought, of the knowledge, sentiment, the feeling of the great and good who have lived and wrought on this globe. "A good book," says Tupper, "Is the best of friends, the same today and forever." One book, in my boyhood, gave me as it were, a new birth, and from that day to this I know not thru how many heavens I have ascended by their help. Lord Bacon said, "Read-

ing maketh a full man." Anthony Trollop said, "The habit of reading is the greatest, the purest, the most perfect pleasure God has prepared for his creatures."

We can rejoice that our fair city has made available to our population so well equipped an institution as the Public Library, which President Theodore Roosevelt called "The People's University." Comparatively a few years ago there was erected a library building in Cooper Park. To this structure at least four additions have been constructed. But in addition we have acquired a West End Library, an East End Library, a North Dayton, or Electra C. Doren Library, the Dayton View Library, nine school libraries in different parts of the city and have at work, two library trucks. Instead of a mere handful of books there are now upward of three hundred thousand volumes inviting the hungry reader to its interesting pages.

For inspiring details I point the reader to the gratifying report of Mr. Rice with which these lines are bound up.

I must not close without calling attention to the accompanying very happy report of Mr. B. B. Thresher, Chairman of the Committee on Museum. The visitor who has never seen this Museum will be surprised and astonished. It has become a very valuable feature in the educational work of our schools and is attracting wide notice and praise in other cities of Ohio and even outside.

Dayton with its schools and its library system is on the up grade.

J. P. LANDIS, President

Dayton Public Library
Board of Trustees

REPORT OF THE CHAIRMAN OF THE MUSEUM COMMITTEE

Since the last report of the Museum Committee very material changes have occurred in the Library Museum of Natural Science. After the death of Professor Werthner, who all his life had rendered such signal service to education in our community, his place was taken in 1929 by Professor Sigmund Metzler who had been prominently identified with educational work in the schools for many years.

To increase the popular interest in science, a series of Sunday afternoon lectures was started, calling upon not only Dayton speakers, but also the professors from Antioch and other neighboring colleges. The attendance upon these has grown so that it runs from 250 to over 400 each Sunday and were an auditorium available the attendance would be many times multiplied.

The work of the Boy and Girl Scouts has been officially correlated with the Museum and each week various groups from these organizations hold their meetings there and are given credit for work done. Speakers have been provided covering the special subjects that are required in their work.

Further to stimulate an interest in the Museum a number of large cases, specially constructed by the manual training department of the public schools, and filled with interesting material — bird and animal life, fossils, minerals, etc., all carefully labelled and with full instruction talks, are circulated from school to school throughout the city. It is hoped that this will lay the foundation for a much larger work of this kind which is carried on by the schools themselves on a very large scale in some of the other Ohio cities.

It was found that the Natural History Museum of Boston, on account of crowded conditions, was forced to exhibit only New England fauna and that some remarkably fine animals could be obtained for very little. A group of three Rocky Mountain sheep and five Rocky Mountain goats were purchased and a habitat was made for them by our own force as was a habitat for a group of foxes. Harvard University became so interested in the success Dayton was having in popularizing science that they offered us a large collection of fish at a nominal sum and presented the Museum with an exceptionally fine collection of sea life. The Smithsonian Museum in Washington similarly gave us a collection of rare fossils.

Two years ago, aided by the generosity of one of our Dayton citizens, the Museum arranged a participation in the Herbert Spencer Dickey second expedition to the headwaters of the Orinoco and received an unusually fine collection of ethnological specimens and Mr. Dickey, becoming interested in the Museum, has left on indefinite loan, one of the rare Ecuadorian shrunken heads which he himself saw made — the only one ever observed by a white man. A few months ago Mr. Dickey, who had always before gone out under the auspices of the Heye

Indian Museum in New York, stated that on account of the depression that museum had been obliged to close and informed us that he was about to start an expedition across the Andes into Ecuador which had already been financed by a group of young explorers who wanted experience. As it is always necessary to have a museum back a successful exploration and we had only to obtain courtesies from the State Department for permission to explore in foreign countries, he offered to go under the auspices of the Dayton Museum who will be benefited by the material he gathers. An equally favorable result is the wide advertising the Museum is getting all over the country by being identified with the work of this well-known explorer.

The Museum also received some valuable specimens from Mr. Kettering's expedition to the Galapagos Islands and also from the recent Chryst-Kelso expedition to Africa.

The program for the exchange of the rich fossil groups found in our neighborhood has already been arranged with a number of prominent museums for things that will be of great interest to the public and these exchanges will be constantly enlarged as opportunities offer.

Perhaps the most notable work of the Museum lies in realizing that the ordinary presentation of material to the public has been inadequate so a quite new method has been inaugurated which has already attracted attention from other cities. While all the collections are arranged by the best scientists, the Latin labels are minimized in size for those who wish to consult them but in each case in the Museum will be found in very large letters, brief informative labels that will give the public in a few sentences a bowing acquaintance with the character and interest of what is therein contained. Special objects of interest in each case that might escape the eye are marked by large-type informative labels. These are an attempt to clothe the material with glamor, romance and humor, and intrigue the interest of school children and the casual visitor.

In our last report it was stated that we had gained that year an attendance of 15,000 people. Now we are able to report an attendance of approximately 40,000 which is continually growing. Arrangements have been made with the public and parochial schools so that every child in the whole school system will visit the Museum at least once during the year and personal invitations, printed on our own press, through school distribution have been handed to every school child of the city. Recently five bus loads of adult study clubs from Cricinnati paid us a visit and nearly every week a bus load or two comes from surrounding study clubs or schools.

It is felt that with all the book reading and study that our city enjoys, the Museum is the only thing that is able to render it objective, concrete and vital. Here those who are not able to travel or collect are able to have presented a wealth of material that will stimulate the imagination and vitalize reading.

B. B. Thresher, Chairman

Museum Committee

REPORT OF THE LIBRARIAN

TO THE BOARD OF TRUSTEES OF THE DAYTON PUBLIC LIBRARY AND MUSEUM:

I have the honor to submit herewith the sixty-eighth, sixty-ninth, seventieth and seventy-first annual reports of the Dayton Public Library covering the years 1928-1931.

My appointment as Librarian having begun July 1, 1927 this report covers the first four full years of my administration. They have been four years of gratifying progress—progress made possible only through adequate budgets, the cordial cooperation of the Library Board and the unflagging zeal of the Library staff.

CHANGES IN LIBRARY BOARD AND LIBRARY STAFF

Two changes have been made in the Board of Trustees during the past four years. Mr. William Prinz, who had been a loyal member of the Board since 1916 finding it increasingly difficult to attend the regular monthly meetings preferred not to be reappointed when his term expired in 1929. Mr. G. A. Morris, Principal of Roosevelt High School, was appointed in his place. In November, 1929, Miss Mary Frances Peirce moved to Oakwood and unfortunately was forced thereby to resign from the Library Board. Mrs. A. F. Shepherd was appointed to fill the unexpired term of Miss Peirce.

Death has removed eight members of the Library staff. Mr. Charles L. Sullivan, Curator of the Museum for almost ten years passed away in January, 1929, and in the following month died Professor William B. Werthner, who in his three years of service as Educational Director, had broadened and deepened greatly the usefulness of the Museum. Death has also deprived us of Mrs. Elizabeth W. Poorman, a junior assistant, Mrs. Eleanor K. Dcty and Erma Lambers, library aids, Anna M. Wolf, bookmender, and two janitors, Daniel W. Himes and James Thomas.

ADDITIONS TO THE MAIN LIBRARY

In 1928 a five floor steel book stack was constructed in the east wing of the Main building. This stack has increased our shelving capacity by about 100,000 volumes and if it were not for this stack it would have been quite impossible to shelve the considerable additions that have been made to our collection.

The stack is a Library Bureau bracket stack. It is not attached to the walls in any way but is entirely self-supporting. All the floors but the basement floor are standard height. This seemed desirable if there was any thought of the stack being removed to a new library building at any future date. The fifth deck of the stack is on a level with the Main Reference Department on the Second Floor and on that deck has been shelved our bound periodicals and our collection



THE NEW LIBRARY BUREAU BOOK STACK A view showing the half-flight of stairs leading to the second deck.

of Government documents. With standard height decks and with the top deck level with the second floor it was impossible to have any deck level with the first floor. Accordingly we were forced into the peculiar situation of having seven steps leading down from the first floor to the second deck and five steps leading up from the first floor to the third deck. This situation which was altogether accidental has proved very satisfactory. The only decks of the stack to which the public has free access are the second and third. With short flights of stairs leading up and down to these decks we have better supervision than if one of them were level and the other a full flight up and they are more convenient of access for both public and stair.

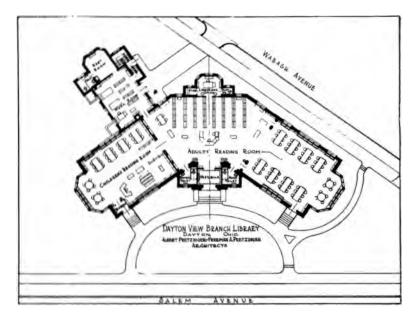
In 1930 an addition was built out on the northeast end of the building greatly enlarging the Catalog room. The addition was carried up only one story with a basement. It is hoped that sometime a two floor book stack can be placed on top of this addition, which will connect with the fourth and fifth decks of our present book stack and increase the book capacity another 50,000. Meanwhile, we have secured a wonderfully spacious, light and airy catalog room with an inclined ramp, connecting it directly with the Acquisition Department. The additional room in the basement was given over to an enlarged refectory and more adequate retiring rooms for the women on the staff.

NEW BRANCHES

In January, 1927, the Dayton View branch was opened up in the community house of the congregation of the K. K. B'nai Yeshurum on Salem Avenue. Within a year the branch became so popular that



DAYTON VIEW BRANCH LIBRARY



it quite outgrew the single room that the Congregation could spare for library purposes. At first it was proposed to rent a store affording about four times the space of the Temple room but the selected store was outside the city limits and the City Attorney advised that the Library Board could not rent outside those limits,

After investigation, a triangular plot of land on the corner of Salem and Wabash Avenues was selected as the site for a separate building. Pretzinger & Pretzinger designed a beautiful branch of modern English architecture of mingled shades of dark red brick with trimmings of Bedford stone. The roof was formed of rough texture slate of mingled shades. The building is of butterfly shape, thus making best use of the triangular shaped lot and at the same time giving a chance for the many metal band windows of plate glass. The approximate cost of the building, land and equipment was \$90,000. On Tuesday, September 30, 1930, the Dayton View branch was dedicated and it became at once the busiest of all the regional branches.

In the fall of 1928 a new school branch was opened in the Lincoln Junior High School. Unfortunately the Library was not approached on the possibility of starting a school branch there until the school building was completed and the room proposed for the library was inadequate in size. In order to shelve the books, it was necessary to have book shelves placed at right angles to the walls. In spite of the crowded conditions the Library became at once one of our most important school branches.

BOOK COLLECTION

During the past four years the book collection has been materially increased. Current books of popular fiction, biography and travel and books of real reference value have been freely bought. The American Library Association catalog of ten thousand basic books for public libraries was checked and practically every title not already in the Library was ordered. Many other bibliographies have been checked and used as buying lists. This has meant rounding out our collection until the Main library can now fairly claim to be a good popular reference library. The total volumes added by purchase and gift during the four years were:

1928		33,605
1929		31,491
1930		29,577
1931		32,498
7	Total	127 171

This is more volumes than were added in the ten years previous to 1928. Every year some volumes are lost or stolen and many more

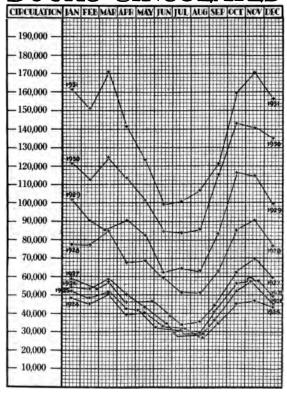
are worn out through legitimate wear. However, our collection has shown a net increase of almost 50%, increasing from 201,396 volumes, December 31, 1927 to 300,396 volumes, December 31, 1931.

Less than 2% of the additions have been gifts but small as the actual number of gifts has been it has shown a steady increase, there being 1,629 gift volumes added in the last four years compared with only 318 in the preceding four years. Dayton citizens are learning that the Library is very receptive to gifts. Books that we already have or can hardly use are often sent to southern schools or to charitable or penal institutions.

INCREASED CIRCULATION

The home use of books has shown a steady increase in each of the four years. The chart of books circulated shows that while the

> DAYTON PUBLIC LIBRARY BOOKS CIRCULATED



circulation during the years previous to 1927 was almost stationary, since 1927 each month has had a striking increase over the corresponding month in any previous year. October, 1927 was the first month that the Library had ever circulated more than 60,000 volumes. In two months in 1931 there were issued more than 170,000 books and in only one month were less than 100,000 books withdrawn. The total circulation in 1931—1,715,411 was an increase of more than 163% over the circulation for 1927—651,336. The adult circulation shows a still more striking gain from 277,321 in 1927 to 1,017,056 in 1931, an increase of more than 266%.

This gratifying increase in circulation is a result of a number of factors. First of all it is the result of our large book purchases and especially of our attempt to meet more nearly the demand of popular new books of both fiction and non-fiction. An increase in the number of detective, western and love stories has tremendously increased this "reading for release." The per cent of non-fiction has, indeed, steadily fallen. Any disappointment thereover has been more than made up by the real, if less spectacular, gain in serious reading as shown by the following table of adult non-fiction circulated grouped according to the decimal classification:

	•		,		Per Cent of
	* .	•		I	ncrease 1931
1927	1928	1929	1930	1931	over 1927
Circulating				•	
serials 38,127	46,152	55,077	67,625	85,187	123%
000—General					
Works 868	1,384	2,061	2,173	1,996	129%
100—Philosophy 4,014	5,857	8,428	10,119	13,472	235%
200—Religion 3,678	4,288	5,642	7,540	8,518	131%
300—Sociology 7,263	8,821	10,680	13,993	18,386	153%
400—Philology 467	573	952	1,119	1,656	254%
500-Natural					
Science 4,214	5,277	6,997	8,306.	10,497	149%
600-Useful Arts 8,196	12,158	16,607	22,993	27,619	236%
700—Fine Arts 6,429	9,089	12,496	15,351	19,055	196%
800—Literature 15,799	18,183	- 22,255	26,907	33,684	113%
900—History 6,573	8,652	11,155	13,167	15,834	140%
Travel 8,640	12,636	14,503	19,202	26,764	209%
Biography 7,987	10,993	13,632	17,912	23,363	192%
Total 112,255	144,063	180,485	226,407	286,031	154%

Secondly, circulation has increased because new books are now available while they are most in demand. We have not yet been able to make any considerable proportion of our books available to the public on the day of publication—a goal which is perhaps unduly strained for by some public libraries, but the average length of time that a book remains in the Acquisition or Catalog Department has been cut down to an extent that seemed impossible four years ago.

In the third place, the increase in circulation can be credited largely to the zealous efforts of the staff. No agency or branch has

lagged much behind the general increase. Before 1928 no regional branch had ever circulated 70,000 books except in 1924 when the East Carnegie Branch circulated 71,502 volumes, including the unheard of total of 31,931 adult books. In 1931 all four regional branches circulated over 100,000 books and the Dayton View branch circulated 133,226 books, including 97,450 adult. Before 1928 no school branch had ever issued 35,000 books in one year. In 1931 all but one of the nine school branches issued more than that number and five of them issued over 70,000 books. Before 1928 the Bookwagon had never issued more than 83,099 books. In 1931 it issued 169,339 books.

During 1931 unemployment has definitely become a factor in the increased use of books. All over the country the unemployed have been thronging to the public libraries and today men are using the Dayton Public Library as never before. A considerable part of the gain in 1931 over 1930 can be laid to the depression.

Even more gratifying than the increase in circulation is the fact that both the number of books borrowed and the number of registered borrowers have been increasing much faster than the increase in operating cost of the Library. In other words, the per cent registered borrowers of the population served and the per capita circulation show a striking increase while the cost per book circulated shows as striking a decrease. In the following table the total maintenance expense of the Library has been divided by the total circulation to ascertain the cost of circulating one book. This figure is of course too large as it leaves out of account the cost of building up a reference collection. giving reference service, etc. but it is at least a fair figure for comparison.

Circulation	Per Capita Circulation	Library Maintenanc Expense	Cost Per e Book Circulated	Registered Borrowers	er Cent of Popul'n Served
1926 623,855	3.5	\$161,587.43	\$.259	35,022	19.7
1927 651,336	3.6	203,521.54	.312	38,491	21.3
1928 925,900	5.01	230,321.27	.248	42,571	23.
19291,108,718	5.8	247,964.81	.223	50,126	26.6
19301,407,523	7.0	255,679.39	.181	58,150	28.9
19311,715,411	8.5	271,686.62	157	63,975	31.7

For the past three years the Dayton Public Library has been joining with many other libraries all over the country in sending statements of the most popular books each month to the Bookman. A glance at the books that have proved most popular during these three years shows that Daytonians read, in general, pretty good books.

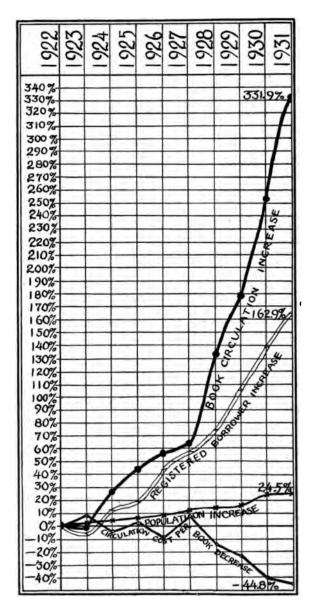


Table showing percentage increase of Population, Registered Borrowers and Circulation, and percentage decrease of Circulation Cost per Book.

MOST POPULAR BOOKS 1929-1931 FICTION

1. Remarque, E. M. All quiet on the western front 2. Norris, C. G. Seed 3. Barnes, Margaret Years of grace Lantern in her hand 4. Aldrich, Bess 5. Baum, Vicki Grand hotel 6. Van Dine, S. S. Bishop murder case 7. Ferber, Edna Cimarron 8. Wilder, T. N. Bridge of San Luis Rey 9. Delmar, Vina Bad girl 10. De la Roche, Mazo Whiteoaks of Jalna 11. Van Dine, S. S. Greene murder case 12. Komroff, Manuel Coronet 13. Deeping, Warwick Exile 14. Douglas, L. C. Magnificent obsession 15. Buck, Pearl Good earth 16. Cather, W. S. Shadows on the rock 17. Fisher, D. F. Deepening stream 18. Rinehart, M. R. The Door 19. Aldrich, Bess White bird flying 20. Lewis, Sinclair Dodsworth 21. Deeping, Warwick Bridge of desire 22. Deeping, Warwick Ropers row 23. Sedgwick, A. D. Philippa 24. Norris, Kathleen Red silence

MOST POPULAR BOOKS 1929-1931 NON-FICTION

Back street

25. Hurst, Fannie

1. Munthe, A. M.	Story of San Michele
2. McKee, Philip	Big town
3. Halliburton, Richard	Royal road to romance .
4. Marie, grandduchess of Russi	a Education of a princess
5. Halliburton, Richard	New worlds to conquer
6. Hackett, Francis	Henry VIII
7. Mayo, Katherine	Mother India
8. Byrd, R. E.	Little America
9. Lowell, Joan	Cradle of the deep
10. Dimnet, Ernest	Art of thinking
11. Brown, Harriet	Grandmother Brown's 100 years

MOST POPULAR BOOKS 1929-1931 NON-FICTION (Cont'd)

12. McCormick, Anne Hammer and the scythe 13. Connelly, M. C. Green pastures 14. Strachey, G. L. Elizabeth and Essex 15. O'Neill, E. G. Strange interlude

16. James, Will Lone cowboy

17. Maurois, Andre Byron 18. Lindbergh, C. A. We 19. Rinehart, M. R. My story 20. Duguid, Julian Green hell

21. Anthony, K. S. Queen Elizabeth Washington merry-go-round

23. Horn, A. A. Trader Horn

24. Dorsey, G. A. Hows and whys of human behavior

25. Nitti, F. F. Escape

DETROIT CHARGING SYSTEM

In the spring of 1930 the Circulation Department investigated various charging systems to ascertain whether any of them would be more economical than the modified Newark system that had been in use in the Dayton Public Library for many years. Miss Janet Hannaford, Chief of the Circulation Department, was sent to Toledo and Detroit to investigate particularly the Dickman charging machine in use in the Toledo Public Library and the Detroit selfcharging system established there by Mr. Ralph A. Ulveling. She returned convinced that the Detroit system would be the more economical for use in Dayton.

After Miss Hannaford's visit, a number of staff meetings were held. The Librarian had hoped that we could try out the Detroit system in some branch while we were trying out the Dickman charging machine in another branch. After much discussion, however, every branch librarian voted that she would prefer to establish the Detroit system in her branch immediately. With some trepidation the Detroit system was inaugurated July 1. 1930 in all departments of the Main Library, including the Juvenile Room, and in our four regional branches and our nine school branches.

The Detroit system does away with readers' cards giving registered borrowers instead an identification card. This identification card bears a number which the reader places, himself, on the bookcard. The book-card and identification card are presented to the library assistant for comparison when a book is being issued.

Much publicity had been given our public before the change was made and there were extraordinarily few complaints over the self-help feature of the scheme. A year and a half's use has convinced us that the Detroit scheme offers many economies over our former charging system. The Main Circulation Desk and the branches have been able to carry a tremendous increase in circulation without a corresponding increase in staff. We are convinced that we could not have functioned as smoothly with our greatly increased use had we not made a change.

BOOKWAGON

Bookwagon service was started in the Dayton Public Library in October, 1923, with a small half ton Ford truck. The following year a ton Ford truck was purchased that could carry from six to eight hundred books. In December, 1928, we purchased our third book truck at a cost of \$1,904. This is a ton and a half Reo truck with a specially constructed body. The sides are hinged, the top two-thirds lifting up while the lower third drops down making a counter below the three book shelves. Shelves are also built on the inside of the truck on which a reserve supply of books can be carried. Books returned are placed in baskets which are also carried inside the truck. One thousand to twelve hundred books can be carried in our present Bookwagon.

Since the purchase of this Reo truck there has been a very noticeable jump in the Bookwagon circulation. In 1928, 79,364 books were circulated; 1929, 105,544; 1930, 131,453 and in 1931, 169,339.



The Dayton Public Library Bookwagon has never given house to house service, and stops only at certain appointed places or stations. The Bookwagon goes out every day of the week but Sunday, and has a definite schedule with stated hours at each of the twenty-six regular stops. These stops include public and parochial schools, grocery stores, factories, and corners near neighborhood centers. If possible, stations are selected that offer opportunity for shelter during very inclement weather. Children's books are carried on the shelves on one side of the wagon and adult books on the other side. At all outdoor stops the wagon is drawn up so that the side carrying children's books is next to the curb and only the adults need go out in the street to select titles.

During the past four years a number of Bookwagon stops have been discontinued and others substituted. As far as possible the Bookwagon has been used to bring library service to the people in the annexed territory who otherwise would have no convenient library facilities. Stops have been recently instituted at Drexel, Ft. McKinley and Shiloh.

Occasionally Bookwagon stops are so well patronized that they have outgrown the point where Bookwagon service can be regarded as satisfactory. This is notably true at Westwood and Belmont where for the past year the Bookwagon has been unable to carry sufficient books to meet adequately the demand of eager readers. Had Library funds permitted, branches would have been started before now at both Belmont and Westwood.

FRIENDS OF READING

The Friends of Reading the Dayton Public Library staff association, has continued its monthly book review meetings under the leadership of the following members of the staff who successively have been president:

1927-28—Jane Errett

1928-29-Elsie F. Pack

1929-30-Martha Ann Jones

1930-31-Lillian Van Harlingen

1931-32-Mrs. Eliza P. Coleman

During most of the time every adult member of the staff has been a member of the Friends of Reading.

In addition to the regular book review meetings, the Friends of Reading have done a very noteworthy thing in sponsoring the book lectures of Professor Frank D. Slutz. During the winter of 1928-29

admission was charged to the lectures as in former years. During the winter of 1929-30, through the generosity of the Kettering Foundation, a most interesting experiment in adult education was tried out. Dr. Slutz gave twenty book lectures on Tuesday nights through the fall, winter and spring, partly at the Young Men's Christian Association, partly at the Young Women's Christian Association and partly at the N. C. R. Community House. These lectures were free lectures and were well advertised by the Library and extremely well attended. At most of the lectures, book lists were distributed, printed by our own printing office, calling attention to good books which the Library had on the subject which Dr. Slutz would discuss. His course centered largely around the A. L. A. Reading with a Purpose project and the use of the books mentioned in these primers was much stimulated.

On the afternoon before each lecture Dr. Slutz kept office hours in the Main library as a reader's advisor. Many citizens of Dayton came to him to discuss their reading problems. Club women came for help in making up their club programs.

In the winter of 1930-31 Dr. Slutz gave a shorter course of lectures, serving at the same time as a reader's advisor on the afternoon preceding the lecture. It was a great regret to the Friends of Reading that the financial situation made it impossible to finance a similar program in the winter of 1931-32.

DAYTON PUBLIC LIBRARY MUSEUM

The Dayton Public Library Museum has made marked progress during the quadrennium. The deaths of Professor Werthner and Mr. Sullivan were a staggering loss to the Museum but most fortunately the Library Board was able to secure the services of Professor Sigmund Metzler as Educational Director and Mr. H. W. Sanderson as Curator. Professor Metzler's long experience with the schools has made it possible for the Museum to function closely with them. His rare enthusiasm and wide scientific knowledge have greatly increased the usefulness of the Museum in the community. The Chairman of the Museum Committee, Mr. B. B. Thresher, has given much of his time to developing the Museum collections. The Board of Trustees of the Dayton Public Library may well be proud of their far-sightedness in being willing to finance and develop our Public Library Museum.

THE PUBLIC LIBRARY AND THE DEPRESSION

The Public Library did not feel any financial effects of the depression until the fall of 1930. When the final distribution of receipts from the general property tax was made we suffered a shortage of almost \$5,000 due to delinquent taxes. In 1931 a shrink-

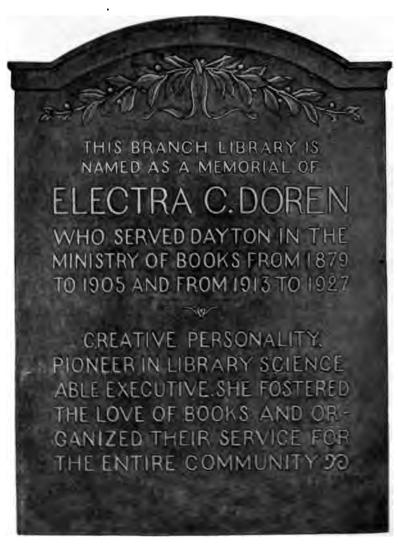


A Story Hour in the Children's Room of the Dayton View Branch Library.

age of tax receipts was much more severe, the Library suffering a cut of more than \$35,000. Only rigid economies during the last half of the year made it possible for the Library to balance its budget. During the summer of 1931 no training class was held and indeed, the Trustees adopted the rule that no new members should be added to the staff. In spite of that rule there has been no great decrease in the number of the staff as the turnover is much less than normal.

Rigid economies were instituted in 1931 in the buying of supplies and in the making of necessary repairs. Our idea of inaugurating a much needed employees' retirement plan was reluctantly given up. The establishment of small branches in Westwood and Belmont was postponed, although the Board felt obligated to give the citizens of these recently annexed territories the same sort of service that the older sections of town were receiving just as soon as it was in any way possible.

June 1, 1931 a Rental collection of new fiction was established. Realizing that we could no longer purchase new fiction in quantities sufficient to meet the demand, the Rental collection was instituted as an emergency measure. Three free copies are still bought of all popular new fiction and then as many Rental copies as we judge will be necessary to meet the demand. When Rental books will not



Memorial Tablet erected by the Library Board at the Electra C. Doren Branch Library.

circulate rapidly they will be transferred to the free collection. During the seven months of 1931 that the Rental collection was in existence, payments were paid to the amount of \$951.01.

1931 ends with great uncertainty as to the income for 1932. The Library has been promised \$310,000, the same amount authorized in 1931. The whole amount is to be received from the receipts of the new Intangible Tax Law and should this act bring in less money than its authors expected, the Library will suffer a proportionate cut in its budget. This uncertainty means that the Library must begin its new year with the policy of retrenchment still more rigid than that maintained during 1931. This retrenchment is peculiarly unfortunate since the general depression has given the Library possibilities for usefulness never before experienced.

THE PROGRAM FOR THE FUTURE

If decreased income in 1932 does not force too radical a reduction in book purchases, the circulation bids fair to approach the two million mark. New patrons for the Library are being secured every day from the ranks of the unemployed. When times are better the Library should be ready for a program which will allow it to maintain and even increase its position of usefulness in the community. This Library platform should certainly include five planks.

- 1. A new central library. For almost twenty years the Library Board has been talking about the need of a new central building. This need becomes more pressing every year. We soon will be unable to shelve all our books and we are already unable to give room to our readers. Neither satisfactory nor economical service can ever be given to our public until we have a modern library building. If this building must be delayed more than a very few years more temporary additions to our old building should be built. Unsightly as these additions may be they are the only way in which room can be furnished for added books and an increasing number of patrons.
- 2. New branches must be built in several sections of the city if all parts of the town are to have an equal share in library service. This is particularly true of territories which were recently annexed. Had funds permitted, branches would have been established in Westwood and Belmont last year. Every month that these branches are postponed means a delay in giving the residents of those sections the same sort of library service that the residents of the old city are enjoying and

when annexation was proposed the city pledged to them equal service.

- 3. When funds can be secured, the Library should continue its unique experiment in adult education. The free book lectures given by Dr. Frank D. Slutz and his service as readers' advisor on the afternoon preceding the lecture were a real contribution to the intellectual development of our city. They should be resumed at the earliest opportunity.
- 4. An adequate retirement system for the staff might have been instituted last year had the Library secured, in full, its promised income. Such a pension would be a fitting recognition of the unselfish devotion of the older members of the staff through many years. It would also be a measure of economy if it were possible to pension some of our older members of the staff and fill their places with younger, more vigorous assistants at beginning salaries.
- 5. Most libraries the size of the Dayton Public Library receive a considerable support through the income of endowment funds. This is particularly true of book funds. The only funds that have ever been left to the Dayton Public Library are a fund of \$2,000, left by Dr. Conklin to help establish a pension fund for the staff and the Gilmore fund of about \$1,500 for the purchase of books.

It is the hope of the Library staff and the Library Board that the Library may make such a contribution to the community that in the near future some benefactor may wish to help in the erection of a real endowment fund.

PAUL NORTH RICE, Librarian

SUPPLEMENTARY TABLES

- 1. Volumes active by agency, December 31, 1931.
- 2. Volumes active by class, December 31, 1931.
- 3. Circulation statistics, 1928-1931.
- 4. Twenty year record of the Dayton Public Library.
- 5. Gift and Endowment Funds.
- 6. Library statistics, 1928-1931, arranged according to the A. L. A. torm.

VOLUMES ACTIVE BY AGENCY DECEMBER 31, 1931

	Adult	Juvenile	Total
Central Library		·	
Main	98,764	11,999	110,763
Stations	27,507	9,814	37,321
High School	3,608	•	3,608
Classroom	•••••	16,025	16,025
Museum	52	12	64
Bookwagon	1,708	1,897	3,605
Rental	1,242	•	1,242
Unaccessioned	1,467	••••••	1,467
Total	134,348	39,747	174,095
Regional Branches			
East	12,873	5,916 .	18,789
West	12,020	5,407	17,427
Electra C. Doren	7,585	4,835	12,420
Dayton View	5,314	4,660	9,974
Total	37,792	20,818	58,610
School Branches			
Brown	3,225	4,325	7 550
Cleveland	2,638	4,10 6	6 744
Emerson	3,909	4,330	8,239
Jackson	1,951	3,231	5,182
Lincoln	2,995	3,641	6,636
Patterson	2,074	3,540	5,614
Whittier	2,375	3,833	6,208
Wogaman	1,894	3,285	5,179
Wright	3,087	3,529	6,616
Total	24,148	33,820	57.968
X	2,461	3,494	5,955
Westwood	55 7	1,059	1,616
Medical	2,152	••••••	2,152
Grand Total	201,458	98,938	300,396

VOLUMES ACTIVE BY CLASS DECEMBER 31, 1931

Classes	Adult	Juvenile	Total
000—General Works		1,438	7,531
050—Periodicals		1,740	16,315
		1,/40	•
070—Newspapers	. 13	104	13
100—Philosophy	4,130	184	4,314
200—Religion	. 5,932	1,628	7,560
300—Sociology		10,116	25,926
400—Philology	. 746	56	802
500—Natural Science		6,030	11,482
600—Useful Arts		4,249	18,544
700—Fine Arts	. 9,508	4,331	13,839
800—Literature		14,157	32,727
900—History		7,339	17,530
Travel		8,023	17,509
Maps		2	38
Biography	. 9,428	4,605	14,033
Fiction		31,202	94,477
Picture Books		3,502	3,502
Dayton	. 496	7	503
English for Foreigners			130
French	. 673	7	680
German	. 3,649	320	3,969
Greek	. 14		14
Hebrew			3
Hungarian			811
Italian			15
Lithuanian			1
Polish	-		785
Rumanian		•	12
Russian			1
Scandinavian		2	2
		2	2
Slovakian			84
Spanish			
Welsh			3
Yiddish			196
Public Documents			5 180
Music			206
Curio			1
Dental			189
TOTAL—Accessioned	.199,991	98,938	298 929
Unaccessioned	. 1,467		1,467
GRAND TOTAL	.201,458	98,938	300,396

CIRCULATION STATISTICS

MAIN	Te€. 1928	1929	1930	1931
Adult	155,979	197,562	297,861	390,620
High School	14,259	16,160	20,077	22,578
Juvenile	43,110	40,797	45,769	43,571
TOTAL	213,348	254,519	363,707	456,769
REGIONAL BRANCH	IES		6.	
East	73,879	85,008	106,963	109,936
West	73,889	79,200	• 91,852	106,996
Electra C. Doren	85,004	95,054	111,761	115,886
Dayton View	43,981	58,864	87,129	133,226
TOTAL	276,753	318,126	397,705	466,044
SCHOOL BRANCHES			•	
Brown	42,790	50,161	61,932	72,946
Cleveland	38,162	42,051	51,450	76,521
Emerson	47,162	54,452	68,593	79,476
Jackson	24,243	28,134	36,071	42,348
Lincoln	8,411	53,424	62,453	75,543
Patterson	34,117	39,163	50,965	59,987
Whittier	25,356	26,393	37,261	48,933
Wogaman	22,588	26,070	29,430	32,219
Wright	37,717	52,515	68,633	73,610
TOTAL	280,546	372,363	466,788	561,583
BOOKWAGON		•		1 274
Main	48,080	72,404	94,310	126,900
East	31,284	33,140	37,143	42,439
TOTAL	79,364	105,544	131,453	169,339
MISCELLANEOUS				
N. C. R	1,917	2,001	2,997	4,167
Miscellaneous Stat	ions 1,482	2,582	605	5,328
Medical	440 ,	382	541	: 709
Classroom	72,050	53,201	43,727	51,472
TOTAL	75,889	58,166	47,870	61,676
GRAND TOTA	L 925,900	1,108,718	1,407,523	1,715,411



TWENTY-YEAR RECORD OF THE DAYTON PUBLIC LIBRARY

Year	Ending	Population	Library Maintenance Expense	Books in Library	Registered Borrowers	Circulation
Aug.	31, 1912.	124,761	\$ 24,628.08	89,600	•	262,490
Aug.	31, 1913.	128,467	30,136.86	*47,990		145,449
Aug.	31, 1914.	132,173	49,793.77	58,126	11,592	228,557
Aug.	31, 1915.	135,879	53,723.70	74,682	20,257	313,528
Aug.	31, 1916.	139,585	48,091.49	90,359	28,036	284,840
Aug.	31, 1917.	143,292	46,450.92	99,088	29,900	347,174
Aug.	31, 1918.	146,999	49,421.77	109,535	27,535	393,053
Aug.	31, 1919.	154,706	52,507.68	114,955	37,660	387,380
Aug.	31, 1920.	152,559	69,750.16	121,168	45,425	366,645
Aug.	31, 1921.	158,119	81,918.56	122,027	21,900	383,907
Aug.	31, 1922.	161,824	113,786.08	127,118	24,334	397,159
Aug.	31, 1923.	165,530	124,566.87	144,268	22,609	396,833
Aug.	31, 1924.	169,236	140,558.04	152,173	27,190	505,631
Aug.	31, 1925.	172,942	165,776.64	172,380	28,988	569,179
Dec.	31, 1926.	177,000	161,587.43	180,649	35,022	623,855
Dec.	31, 1927.	180,700	203,521.54	201,396	38,491	651,336
Dec.	31, 1928.	184,500	230,321.27	227,969	42,571	925,900
Dec.	31, 1929.	188,353	247,964.81	252,674	50,126	1,108,718
Dec.	31, 1930.	200,982	255,679.39	277,044	58,150	1,407,523
Dec.	31, 1931.	201,500	271,686.62	300,396	63,975	1,715,411

^{*}Count after Flood

GIFT AND ENDOWMENT FUNDS

BALANCE ON HAND, DECEMBER 31, 1931

C. R. Gilmore Memorial Book Fund\$	1,445.67
Miscellaneous Book Endowment Fund	189.32
Library for Blind Fund	79.54
Employees' Pension Fund\$	3,730.00



LIBRARY STATISTICS, 1928-1931

ARRANGED ACCORDING TO THE FORM RECOMMENDED BY THE AMERICAN LIBRARY ASSOCIATION

Annual Reports for the years ending December 31, 1928, 1929, 1930 and 1931.

Dayton Public Library and Museum.

Dayton, Ohio

Librarian, Paul North Rice

Date of founding, 1860

Population served, 200,982 (U. S. Census 1930).

Assessed valuation of city school district 1931, \$417,433,700.

Assessed valuation is 100% of true cash value.

Rate of tax levy for library purposes, 1931, .748 mill.

Terms of use, Free for lending and reference.

Total number of agencies, 1931-373.

Central Library; Branches 13: 4 in separate buildings, 9 in school buildings; Sub-branch 1; Stations, 16; 26 Bookwagon stations; Schools, 316 classroom collections in 42 schools.

Number of days open (Central Library) 360, (307 days for lending).

Hours open each week (Central Library) for lending, 72; for reading, 79.

Hours of service per week required of staff, 40.

BOOK STOCK

	1928	1929	1930	1931
Volumes at beginning of year2	201,396	227,969	252,674	277,044
Volumes added by purchase		31,019	28,915	32,171
Volumes added by gift		472	662	327
Volumes lost or withdrawn	7,032	6,786	5,207	9,146
Volumes at end of year	227,969	252,674	277,044	300,396
Volumes in Reference Dept	22,036	23,747	25,414	26,807
Number of newspapers, period learned societies received:	icals, pro	oceedings a	and transa	ctions of
553 titles 606 titles	6	68 titles	71	7 titles
1696 copies 1788 copies	1	933 copies		19 copies

	τ	JSE		
	1928	1929	1930	1931
No. of volumes lent fo	r home us	e		
ADULT				
Fiction	263,918	366,936	545,267	731,025
Non-fiction	144,063	180,485	226,407	286,031
JUVENILE				
Fiction	244,478	264,346	306,248	334,014
Non-fiction			329,601	364,341
Total	925,900	1,108,718	1,407,523	1,71 5, 411
Per cent fiction lent of				
total volumes lent	54.9%	56.93%	60.4%	62%
Circulation per capita	5.01	5.8	7.0	8.5
	REGIST	RATION		
Per cent registered born	rowers			
of population served		% 26.6	5 28.9%	31.7%
Number of borrowers	registered	during vear		3-11/0
Adult	12,10	0 11,438		14,188
Juvenile			- ,-	
Total			· .	
Total number of registe	ered borro	wers		
Adult	23.95	1 29,651	35,425	40,478
Juvenile			,	
Total	42,57	1 50,126	58,150	63,975
Registration period, 3 y		,	,	- 7.
	TIL I	ANICE		
	FINA	ANCE		
RECEIPTS FROM	1928	1929	1930	1931
Local taxation\$	306,728.06	\$285,796.51	\$295,198.08	\$274,372.54
Invested funds	87.51	88.08	88.71	81.89
Membership fees	113.75	140.50	143.00	173.75
FinesDuplicate pay col-	4,803.93	6,091.65	6,322.38	8,241.99
lection				951.01
Gifts	275.00		200.00	50.00
Interest on deposits	1,937.92	1,917.71	1,499.04	670.95
Other sources	238.54	212.29	301.64	249.61
TOTAL\$	314,184.71	\$294,246.74	\$303,752.85	\$284,791.74
Unexpended balance from	26 412 50	4 44 425 02	• 60 107 51	4 12 017 27
previous year\$	20,413.38	44,423.83	\$ 60,107.51	\$ 13,017.36
•				

PAYMENTS FOR LIBRARY MAINTENANCE

1. Operating Expense	1.	Op	erating	Ext	ense
----------------------	----	----	---------	-----	------

Salaries\$141,70	05.97 \$ 158,228.48	\$172,976.82	\$183,098.30							
	36.25 42,821.50	• •	43,043.40							
•	05.31 4,328.63	2,199.83	3,901.26							
Binding 6,1	31.69 7,843.9 0	8,043.40	7,166.79							
Supplies, stationery, printing, etc 5,9	35.32 7,189.9 9	5,315.20	4,820.45							
Furniture, equipment, etc 2,2	23.56 1,812.33	641.06	499.76							
Telephone, postage, freight, express 1,4	70.92 1,447.71	1,537.26	2,150.29							
Other items 2,38	88.87 1,806.05	1,747.59	2,556.30							
Total\$210,39	97.89 \$225,478.59	\$232,283.97	\$247,236.55							
2. Building Operating Expenses										
Janitors' salaries\$ 13,8	26.10 \$ 14,545.86	\$ 14,659.09	\$ 15,795.95							
Cleaning supplies and equipment 4	63.16 621.72	459.91	472.76							
Building repairs and minor alterations	89.74 196.19	115.68	311.76							
Heat, light, power and water 5,2	78.96 6,607.83	7,574.13	7,393.14							
Other items 2	65.42 514.62	586.61	476.46							
Total 19,9	23.38 \$ 22,486.22	\$ 23,395.42	\$ 24,450.07							
TOTAL MAINTENANCE EXPENSE, LIBRARY\$230,3	21.27 \$247,964.81	\$255,679.39	\$271,686,62							
EXTRAORDINARY EXPENS	E-LIBRARY									
Sites	\$ 14,000.00	\$ 25.00								
New Buildings 6,3	31.24 6,162.64	61,660.76								
Additions to Build- ings48,6	72. 07	17,892.26								
Other unusual expenses 4,7	81.05 5,184.21	8,851.52								
TOTAL LIBRARY EXPENSES\$290,1	05.63 \$273,311.66	\$344,108.93	\$271,686.62							

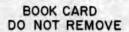
PAYMENTS FOR MUSEUM MAINTENANCE

Salaries\$	4,089.87	\$ 2,789. 69	\$ 3,803.68	\$ 4,049.32
Books	36.35	49.88	17.34	4.00
Periodicals	13.55	15.84	13.00	19.32
Supplies, stationery, printing, etc Furniture, equipment,	73.37	96.61	97.96	42.40
etc	165.66	134.03	740.89	77.43
Museum specimens	426.00	879.18	593.07	932.87
Telephone, postage, freight, express	14.34	14.56	16.70	26.21
Other items	147.77	95.69	158.14	254.03
Total\$	4,966.91	\$ 4,075.48	\$ 5,440.78	\$ 5,405.58
2. Building Operating Ex	penses			
Janitors' salaries Cleaning supplies	480.00	480.00	630.40	762.34
and equipment Heat, light, power	8.00	11.56	12.75	8.98
and water	611.92	681.56	646.34	659.88
Other items		4.80	3.80	61.55
Total\$	1,099.92	\$ 1,177.92	\$ 1,293.29	\$ 1,492.75
TOTAL MAINTENANCE EXPENSE\$	6,066.83	\$ 5,253.40	\$ 6,734.07	\$ 6,898.33
EXPENSE\$ Maintenance Expenditure P	6,066.83 Per Capita	\$ 5,253.40	\$ 6,734.07	\$ •
EXPENSE\$	6,066.83	\$ 5,253.40 1.31	\$ 6,734.07 1.27	\$ 6,898.33 1.34

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The DAYTON PUBLIC LIBRARY & MUSEUM

72nd, 73rd, 74th and 75th 1932 1933 1934 1935 ANNUAL REPORTS



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The DAYTON PUBLIC LIBRARY & MUSEUM

72nd, 73rd, 74th and 75th 1932 1933 1934 1935 ANNUAL REPORTS



Paul North Rice Librarian, 1927-1936

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BOARD OF TRUSTEES DAYTON PUBLIC LIBRARY AND MUSEUM

J. P. Landis
J. P. Landis President Mrs. A. F. Shepherd Vice-President Paul North Rice
J. P. Landis
J. P. Landis

LIBRARIAN 1932 to 1935 Paul North Rice

LIBRARY DIRECTORY

MAIN PUBLIC LIBRARY

215 East Third Street

Telephone ADams 6281

Open Week Days, 9:00 A.M. to 9:00 P.M.; Sundays, 2:00 P.M. to 6:00 P.M.

REGIONAL BRANCH LIBRARIES

East Carnegie Branch Library Helen M. Tattershall, Librarian 2160 East Fifth Street Telephone MAdison 4011 Open Mondays, Tuesdays, Thursdays, Saturdays 12:00 m. to 8:30 P. m. West Carnegie Branch Library 1612 West Fifth Street Maude S. Miles, Librarian Telephone HEmlock 2651 Open Mondays, Tuesdays, Thursdays, Saturdays 12:00 m. to 8:30 P. M. Electra C. Doren Branch Library 705 Troy Street Elsie F. Pack, Librarian Telephone FUlton 8681 Open Mondays, Tuesdays, Thursdays, Saturdays 12:00 M. to 8:30 P. M. Dayton View Branch Library 1515 Salem Avenue Telephone RAndolph 1721 Helen Haug, Librarian Open Mondays, Tuesdays, Thursdays, Saturdays 12:00 M. to 8:30 P. M.

SCHOOL BRANCH LIBRARIES

Brown	Mrs. Janice D. Bach, Librarian Tuesdays and Fridays	Parkwood Drive
Cleveland	Marie L. Koeker, Librarian Mondays and Thursdays	Pursell Avenue
Emerson Monday	Catharine E. Suber, Librarian s, Tuesdays, Wednesdays, Thursda	Hickory Street ys, Fridays
Jackson	Mrs. Hester M. Snyder, Librarian Wednesdays	Abbey Avenue
Lincoln	Clytie E. Strahler, Librarian Mondays and Thursdays	Nassau Street
Patterson	Cecilia E. Schoff, Librarian Tuesdays and Fridays	Wyoming Street
Whittier	Mrs. Helen B. Ruse, Librarian Wednesdays	Miami Chapel Rd.
Wogaman	Chrystal K. Thompson, Librarian Wednesdays	Germantown Street
Wilbur Wright Monday	Mildred Kalheim, Librarian s, Tuesdays, Wednesdays, Thursda	Huffman Avenue ys, Fridays

BOOKWAGON

Main Division Wednesdays, Thursdays, Fridays and Saturdays Mrs. Eliza T. Ramsay, Head

Riverdale, Dayton View, West Side, Westwood, Edgemont, Ft. McKinley, Shiloh Springs, Crown Point and Drexel

East Division Mondays and Tuesdays

Helen M. Tattershall, Head

East-End, Hearthstone Plat, Belmont and South Wayne Ave.

MEDICAL LIBRARY

Fidelity Building, Mildred E. Jeffrey, Librarian, Telephone ADams 5311 Open Week Days, 9:00 A. M. to 1:00 P. M.; 2:00 P. M. to 5:00 P. M. Closed Saturday afternoons

MUSEUM

Main Library Annex, Second Floor Telephone ADams 6281 Open Week Days, 9:00 A.M. to 5:00 P.M.; Sundays, 2:00 P.M. to 5:00 P.M.

DAYTON PUBLIC LIBRARY STAFF DECEMBER, 1935

Paul North Rice .							
William J. Hamilton Elizabeth B. Doren, Vic					•		†Librarian-elect
Elizabeth B. Doren, Vic	e-Li	brariar	and	Head	of A	cquisi	tion Department
† Assumes office Februa	ary	1, 193	6.				

DEPARTMENT HEADS

Frederick H. Cook Reference and Technology
Janet L. Hannaford Circulation, Main Library
Helen Haug Dayton View Branch Library
Edith Hoborn Business Office
Virginia Hollingsworth Catalog
Martha Ann Jones Children's Room, Main Library
Mrs. Grace Goodale Keator Training Class and Reference, Main Floor
Mrs. Mildred A. Linskey . Supervisor, School Branch Libraries
Maude S. Miles West Carnegie Branch Library
Mrs. Alice Kile Neibel Shelf
Elsie F. Pack Electra C. Doren Branch Library
Mrs. Eliza T. Ramsay Bookwagon
Ruth Stein
Helen M. Tattershall East Carnegie Branch Library
Maud L. Weller Supervisor, Children's Work

SENIOR ASSISTANTS

Mary E. Althoff		•		•		Circulation,	Main Library
Carrie Bench .							. Catalog
Zoe M. Dexter							. Catalog
Eva D. Edgerton							. Catalog
Jane E. Errett .						Reference	e and Catalog
*Mildred Kalheim					Wri		Branch Library
Marie L. Koeker P	efere	nce.					
Louise D. Kulamer							Branch Library
Mrs. Margaret R. I	Moore	,					Main Library
Helen Pearson							d Technology
Mrs. Jessie A. Price		•	•	•			d Technology
Suzanne Starr .	•	•	•	•			Branch Library
Mildred T. Stibitz	•	•	•	•			e Main Floor

^{*}Part time.

ASSISTANTS

Mrs. Janice D. Bach Mrs. Eliza P. Coleman Thesel P. Howe Clara E. Hueffelman Louis W. Keyer Elizabeth Miller Mrs. Dorothy G. O'Hara Mrs. Marie N. Rasey *Catharine E. Suber Lillian Van Harlingen Clara B. Wiedmann Mrs. Gwendolyn Woodman

JUNIOR ASSISTANTS

Russell Barnes
Edward C. Colby
Ida E. Davis
Mrs. Elisabeth Friermood
*Louise M. Gleim
Amanda L. Hay
Mrs. Edith Hendricks
Mary P. Hendricks
Mary C. Hoying
Frederick W. Kabel
Sara Kaplan

Bonita Kinsey

Lily Nelson
*Esther E. Nichols
Lenore Ross
Mrs. Helen B. Ruse
Cecilia E. Schoff
Mildred Schull
Nora Shearer
Mrs. Hester M. Snyder
Clytie E. Strahler
Chrystal K. Thompson
Goldie Tilman
Louise Turpin

Alice Weaver

LIBRARY AIDS

Helen Allison Alice Bingham Margaret Bisset Edith L. Blore Margaret Bobbitt George L. Burkhardt Mrs. Leona S. Drillette Meriel Ede Hilda Gallmann Mrs. Mildred S. Hankins Mrs. Madge W. Harshbarger Dorothy Henderson Mildred Himes *Corrinne Hutchins Mrs. Audrey L. Keyer Robert E. Kingery Evelyn Lasure

Henrietta Libbey Charlotte Moore Barbara Morse Isabel Murlin *Mrs. Ruth G. Nafe *Nancy Paull Naomi Roof Orletta Rose Eleanor Stibitz Edith K. Stork Ellen L. Strahler Edwin C. Suber Mrs. Ruth K. Sutherland *Dorothy J. Thies Vivian Way Mary G. Williams Lula Zahars

^{*}Part time.

BOOKMENDERS

Theresa C. Walter, Head Carrie E. Toedte, First Assistant

Annie Cavender Mrs. Edna M. Ganger G. Lillian Horn Mrs. Anna C. Kauflin Mary E. Keber Mrs. Mary A. Knaub Anna K. Kuntz Mrs. Irena B. Mitchell Mary M. Owen Mrs. Margaret M. Selz

Mrs. Pauline S. Von Freiberg

Bertha C. Walter

Mary A. Wittman

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MEDICAL LIBRARY

Mildred E. Jeffrey

Montgomery County Medical Society

MUSEUM

Sigmund Metzler Selma F. Hermann H. W. Sanderson **Educational Director**

Assistant Curator

BUILDING CARE

William L. Winfield

Building Superintendent

JANITORS

Charles O. High Norman H. High William Lause William E. Martin Clarence E. Rhoades William H. Runyon Joseph Toedte Arthur Worman

PREFATORY NOTE

Loss and gain. The loss is represented in the withdrawal and departure from the Dayton Public Library of our beloved leader, Mr. Paul North Rice, February 1, 1936.

Upon the death of Miss Electra C. Doren, the former Librarian, the Board set out to find a competent substitute. We found our man in New York in the person of Paul North Rice who has given us and the community eight and a half years of remarkable service as is revealed by the successive comprehensive reports he has left for our examination. I wish our whole community could study them. No one must conclude that difficulties or misunderstandings were the cause of Mr. Rice's resignation. No class or company of workers could spend so long a time together more amicably than has the Librarian, the Library Board and the Library Staff. Our Board has deeply regretted his resignation and he himself went away with a heavy heart, but New York was firmly determined to recover its own. We trust his success in his former home may be as great as it has been with us.

Mr. Hamilton, our new Librarian, and Mr. Rice have long been friends. They attended the same Library School together. Mr. Rice was an earnest helper in securing Mr. Hamilton and rejoiced over our success. Our new member is no novice but has had a wide public library experience. Commendations of very satisfactory character have reached

So much for our loss on the one hand and so much for our gain on the other hand.

The Library Board unanimously passed the following resolution drafted by Daniel Blau, Chairman, Mrs. A. F. Shepherd and Dr. Frank D. Slutz, as it so fully expressed their sentiments on the resignation of Mr. Rice:

"For more than eight years Mr. Paul North Rice has been Librarian of the Dayton Public Library. During these years he has administered his office with rare skill and success. He has created in the Library Staff an increasing loyalty and cooperation; he has met an enlarging demand for books and service in the face of a drastically cut budget and under the stress of confusion and uncertainty in the whole area of income from taxation; he has combined in his executive contribution the qualities of the scholar, the able business man and the expert librarian; he has made himself invaluable as a citizen of Dayton through his devotion to every high ideal of civic and community life. In all this he has been first of all and above all a gentleman of distinction and character and he has won the admiration of Dayton. It is with deep and genuine regret, but with congratulations for his deserved promotion and with every wish for his success that the Library Board accepts Mr. Rice's resignation."

J. P. LANDIS, President

Dayton Public Library Board of Trustees

STAFF TRIBUTE TO MR. RICE

At the request of the Library Staff, this expression of appreciation of Mr. Rice, together with his photograph, has been inserted in the Report after his departure from Dayton:

October 5, 1935.

"To our Librarian, Paul North Rice:

"The Library Staff is filled with the deepest regret over the coming loss of your leadership. We are filled anew with the realization of all the qualities which have endeared you to us as an executive, and of all that your librarianship has meant to the Dayton Library Staff. "We are grateful indeed for these years that you have spent with us. We are proud of the splendid book collection which has been built up and of the strides which have been made in library service under your guidance. It is our enduring regret that conditions have deprived you of the opportunity of building a new library in Dayton.

"We know that we have been doubly fortunate in having your services as a chief executive during the years of the depression. We feel that no one else could have steered our course so successfully through the difficulties which beset us. We will never forget the consideration which you have shown to the interests of the Library Staff in these hard years.

"The fact that you are remaining in Dayton until the first of the year is but another indication to us of your devotion to the Library, and concern for its Staff. We know that, had it not been for the uncertainty regarding the date and the amount of the library budget, you would have felt free to take up your new duties immediately.

"We take a reflected pride in the great honor and responsibility which you have accepted. We realize all that it offers in scope, challenge and opportunity. We offer you our heartiest congratulations.

"Our affectionate interest will follow you in your new work."

THE STAFF OF THE DAYTON PUBLIC LIBRARY AND MUSEUM.

COMMITTEE: Elizabeth B. Doren

Helen M. Tattershall Lillian Van Harlingen Sigmund Metzler

Virginia Hollingsworth, Chairman

MUSEUM REPORT FOR 1932-1935

Four years is a short time in the life of a Museum; and yet, a great deal can happen in that time.

If our Museum is to be some day an institution of learning and recreation—in fact, a "people's university"—we have still a long way to go to reach the goal.

Nevertheless, we have accomplished many things in the past four

years.

In the first place, we have extended our educational features almost to the limit of our resources and the material we have on hand. Our Sunday lectures were inaugurated four years ago, and they have grown steadily in attendance from a mere handful of people to a group that fills our lecture room every Sunday afternoon.

At the request of the librarians of the Branch Libraries, Saturday lectures for school children have been arranged at the various branches. Thousands of children living near the Branch Libraries have attended these lectures.

Lectures for clubs, associations, study groups, and so on, form an

ever-increasing item in our extension work.

Requests are frequently received from schools and colleges, both in Dayton, and outside the city, for lectures in special fields. Clubs, and associations from the county frequently visit the Museum in a body, and also hear a lecture. Whenever possible we grant requests to visit such groups in their towns, if they cannot arrange to come to the Museum.

Lectures to Boy and Girl Scouts have become regular features. The Museum is opened especially in the evenings in order to accommodate

these meetings.

Colleges and universities in southwestern and central Ohio are becoming more and more interested in our work, and are furnishing us

with many of the best lecturers on our programs.

Our collections have been greatly increased during the past four years. Most of this has been accomplished through exchanges of local material with other museums. Several important collections have been received as gifts from other Museums—especially the United States National Museum, at Washington, D. C., and the American Museum of Natural History at New York.

The Dayton newspapers have been particularly generous in publishing items of interest about the Museum. This has enabled us to keep in closer touch with the public. A small mimeographed bulletin issued by the Museum bi-monthly has been very popular. A series of radio talks over WHIO for thirty weeks during the summer and fall of 1935 brought the Museum some publicity.

Credit for the progress made in making the Museum an important educational institution in Dayton is due in a large measure to the generous support and encouragement of the Library administration under

the direction of Paul North Rice, the Librarian.

SIGMUND METZLER, Educational Director.

REPORT OF THE LIBRARIAN

TO THE BOARD OF TRUSTEES OF THE DAYTON PUBLIC LIBRARY AND MUSEUM:

I have the honor to submit herewith the seventy-second, seventy-third, seventy-fourth and seventy-fifth annual reports of the Dayton Public Library covering the years 1932-1935.

CHANGES IN LIBRARY BOARD AND LIBRARY STAFF

Only one change has been made on the Board of Trustees during the past four years. Mr. Brainard B. Thresher who had served as a trustee from 1902-1909 and then again from 1925-1934 changed his residence to Cincinnati at almost the very date of the expiration of his seven year term as trustee. Unfortunately, this change in residence made him ineligible for reappointment. The Board of Education appointed as his successor on November 20, 1934, Mr. Perle L. Sagebiel. Mr. Thresher had been for many years Chairman of the Museum Committee and had greatly fostered the growth of the Library Museum. Fortunately Mr. Perle L. Sagebiel is also tremendously interested in the work of the Museum and has assumed Mr. Thresher's place as Chairman of the Museum Committee.

Death has removed nine members of the Library Staff. Miss Cora M. Ewell, Chief of the Supply Department for many years, died in January, 1935. She had been a most loyal member of the Staff for more than twenty years. Death also took Mrs. Helen Moodie Costello in July, 1935. She had been a valued member of the Library Staff for over ten years serving both in the Main Circulation Department and as Librarian at the Whittier, Brown, Emerson and Lincoln School Branches.

Death has also deprived us of the following janitors: Edward Y. Harvey, General Building Superintendent for many, many years; Fergus M. Anderson, Joseph W. Clem, Samuel S. Dickensheets, Edward Ricker, Edwin A. Weldy and Milton White.

LEGISLATIVE AND FINANCIAL DIFFICULTIES

The depression has made difficult times for every library but the past four years have been unusually difficult for the Dayton Public Library, partly because of the depression but more because of legislative and tax difficulties.

In the years prior to 1932 the Dayton Public Library, in common with all the school district libraries of Ohio, received its support from the General Property Tax. Ohio's school district libraries were in a most favorable position as they were allowed up to one mill beyond the 15 mill limitation on the General Property Tax rate. In 1929 an amendment to the constitution of Ohio was adopted making as part of the constitution the 15 mill limitation on general property. When it was



THE DAYTON PUBLIC LIBRARY AND MUSEUM (Rear View from Second Street)

The present Main Library Building was built in 1887 and dedicated in January, 1888. A small addition was built in 1904. The first floor of the wing to the East, forming the present High School, Order, Bookmending, and Bookwagon departments, was added in 1925. The second floor was placed on this annex to the East for the Museum in 1927. The one floor addition in the middle for the Catalog Room was added in 1930. A second floor to this addition has been planned, which would serve as an addition to the Book Stack.

realized that this amendment abolished the support of the public libraries of the State it was proposed that their support should come from the new Intangible Tax or Undivided Classified Property Tax. A law was passed giving the libraries in 1932 and 1933 the same support from the receipts of the Intangible Tax that they had been allowed in 1930 from the Real Property Tax as a budget for 1931. This meant that for the three years 1931, 1932 and 1933 the promised budget for the Dayton Public Library was \$310,000.

The year 1932 had hardly started before the Library's difficulties began. Realizing that the first half year's distribution of the Intangible Tax would not be made until late in the spring and that no library would have funds to operate during the first few months the Legislature had empowered library boards to borrow one-third of the allotment due from the Intangible Tax. When the Dayton Public Library Board

attempted to make arrangements to borrow \$100,000 from their depository bank the attorney of the bank ruled that the law actually gave the Library Board permission to borrow only one-third of the first half year's distribution and that accordingly \$50,000 was all that the Library was entitled to borrow. Appeal was made through the State Auditor to the Attorney General for his interpretation of the law. The Attorney General, early in March, did decide that the law allowed libraries to borrow one-third of their entire budget but before the ruling came through the Library had been forced to pay only part of February salaries.

A second tax difficulty developed in the summer because of a suit brought by Hamilton County. As originally drawn the Intangible Tax law required that all tax receipts be sent in to the State from the counties in which they were collected and then be redistributed to the counties in the ratio that they were needed to pay the full budgets allowed public libraries and park districts, the two bodies whose support had been cut off from the Real Property Tax. Hamilton County believed that it was unconstitutional to collect money in one county for the support of institutions in another county. Their suit brought in the Common Pleas Court was appealed to the Court of Appeals. While awaiting a



EAST CARNEGIE BRANCH LIBRARY
2160 East Fifth Street
Opened February, 1914
Volumes December 31, 1935, 20,261. Circulation 1935, 86,401.

decision from the latter court the money was tied up and the Dayton Public Library was unable to secure any portion of its first half year's distribution. Full salaries had been paid through May 1st when the entire amount legal to borrow had been borrowed. The decision of the Court of Appeals ruling the distributive features of the tax law unconstitutional so far as it directed that money collected in one county was to be distributed to another but allowing counties to distribute among their own agencies such funds as had been collected in the county, was made on September 26. Although the money had been in the hands of the County Auditor for several months it was impossible to secure the distribution authorized by the Court's ruling until October 5. At that time full salaries were paid through July. Instead of receiving the \$310,000 promised in 1932 the Library received only \$197,506.87 from the Intangible Tax and \$12,503.15, Delinquent Property Tax. An advance of \$30,000 was secured late in December with which partial salaries were paid but it was not until the very end of December when the second half year's distribution of the Intangible Tax was made that the back salaries for August, September, October, November and December were paid.

The Intangible Tax returns throughout the State had been so much less than was expected that the Ohio Library Association Legislative Committee secured the passage of an act on March 22, 1933, giving preferential payment from the Intangible Tax to libraries to the amount of 70% of their promised budget. This assured the Dayton Public Library, in 1933, \$217,000. Because of difficulty in securing a loan from the bank or an advance from the Auditor the Library again failed to pay salaries on time during the spring of 1933. On May 6, a sufficient advance was secured to cover March salaries. Late in the spring the city of Cleveland brought suit to declare the law giving libraries preferential distribution to the amount of 70% of their promised budget unconstitutional, and this again held up the final distribution of the first half year's taxes. The Supreme Court ruled this act constitutional and eventually the Library received its full authorized distribution, the entire tax receipts during 1933 amounting to \$219,569.70 Intangible Tax and \$3,960.08 Delinquent Property Tax.

A permanent law covering the Intangible Tax was passed by the Legislature in 1933. The important features of this law were:

- 1. That any library desiring to obtain support from the Intangible Tax must pass a resolution extending the benefits of library service to all the inhabitants of the county except the inhabitants of sub-divisions maintaining a public library participating in the proceeds of the Classified Property Tax.
- The responsibility for fixing the library budget was placed with the County Budget Commission, it seeming undesirable to continue longer to base library budgets on the budget that had been granted them in 1930.

3. The library budget once being determined by the County Budget Commission it was made a first claim on the receipts from the Intangible Tax.

In June 1933, the Dayton Public Library Board requested from the County Budget Commission a budget of \$310,000. They were crushed to have the Budget Commission approve a budget of only \$196,200. This was a cut of almost 40% over the budgets allowed for the past three years and was 12% less than had been granted to the Library in 1926 and 1927. To meet the situation every item in the Library budget was cut. The hours of work for the entire Library Staff were reduced from 40 hours a week to 35 hours a week with a corresponding reduction of 12½% in salaries. This necessitated closing all branches during certain days. The four regional branches that had been open six days a week were open but four, the four school branches that had been open three days a week were open but two, and the three school branches that had been open two days a week were open but one. The book budget was cut down more than one-half.

The Intangible Tax law as passed in 1933 authorized county auditors to advance one-fourth of the libraries' share of the Intangible Tax from any undivided tax funds. On January 10, 1934 a formal request was made for an advance of \$49,000. The Auditor refused to make any advance until actual Intangible Tax money had been collected, stating that in his opinion it was a bad law that allowed him to make an advance to the Library from taxes that would not ultimately come to the Library. That meant that it was April 12th before the Library received any advance on its first half year's distribution. When the first half year's distribution of Intangible Tax was made the Library received the full promised amount and as the enforced economies had resulted in less than the proportionate budget being spent for the first six months it seemed as if our worst troubles were over. Late in September, however, the most serious situation yet developed.

The Intangible Tax bill clearly had meant to give priority payment to libraries. Just before the bill was passed it was amended to allow onefourth of 1% for expenses. The clerk of the Senate inserted this amendment as sub-paragraph one which had previously been the number of the paragraph giving libraries priority. No one dreamed that this would affect the priority rights of libraries, but it did make the law somewhat ambiguous. Throughout the law constant reference had been made to sub-paragraph one in referring to the priority right of libraries. Late in September, the Attorney General gave an opinion that interpreting the law literally these references to sub-paragraph one must now refer to the one-fourth of 1% and that he must believe that the Senate had intentionally removed the libraries' right to priority. On December 1st the County Auditor heard of the Attorney General's opinion and he stated that the Library would not only not receive priority of payment in the second half year's distribution but that the Library must have deducted from its second half year's distribution the more than \$31,000 which it had received in excess in the spring under the assumption that it did have priority. This meant that the Library might receive less than one-third of the amount it had been counting on to balance its budget.

Attempts were made by a number of influential attorneys who were friends of libraries to persuade the Attorney General to revise his opinion as it seemed to be the almost unanimous opinion that the amendment had not actually modified the distributive features of the law. The county prosecutors of Hamilton, Lucas and Montgomery counties all declared that the Attorney General was clearly wrong and advised their respective auditors to give the libraries priority in payment in the second half year's distribution. The auditors in Cleveland and Toledo agreed to follow the advice of their prosecuting attorneys. The Montgomery County Auditor elected, however, to follow the ruling of the Attorney General.

No salaries had been paid since November 1st. Faced with a possible deficit of \$75,000 and convinced that the Supreme Court would reverse the opinion of the Attorney General the Library Board hired Alfred Swift Frank, of Frank, Thomas and Davies, a former board member, to institute mandamus proceedings before the Supreme Court of Ohio to require the Auditor to pay the Library its full share under



WEST CARNEGIE BRANCH LIBRARY
1612 West Fifth Street
Opened February, 1914
Volumes December 31, 1935, 18,880. Circulation 1935, 84,125.

priority rights. The suit was heard on Wednesday, January 9, 1935. Mr. Frank submitted his brief on behalf of the Dayton Public Library. Mr. Clarence Laylin, amicus curiae, who had been the legal advisor for the Senate Taxation Committee which had drawn up the original bill, presented a brief on behalf of the Ohio Library Association. Mr. Morrison Waite of Cincinnati presented a brief on behalf of the Cincinnati Public Library which was augmented by oral arguments by two other Cincinnati attorneys. The Prosecuting Attorney of Montgomery County did not appear on behalf of the Auditor, but wrote a letter saying that the reason that he did not appear was that he agreed with the Library's attorney that the Library should receive the money.

With all the arguments on one side a speedy decision was expected but the weeks dragged on until February 20. The Library Staff had been without salaries since November 1 and the Library Board having no budget, no one could be hired after January 1, 1935. If the suit were lost the Board would almost certainly be forced to close the Library for some months. Accordingly, it was a tremendous relief when the news of the decision from the Supreme Court arrived on February 20 in a beautifully clear statement that said:

- An unauthorized paragraphing of an amendment will not be permitted to obscure the meaning or distort the language of an otherwise clear and practicable statute.
- Qualified public libraries are entitled to priority in the semiannual distribution of the Intangible Tax.

A few days later the distribution for the second half of the 1934 Intangible Tax was made and salaries were paid for November and December of the previous year.

Early in March the Montgomery County Budget Commission notified the Board that they could expect the same budget in 1935 that they had been allowed in 1934. On receipt of that information sufficient sums were borrowed to meet partial January and February salaries. It was not until an advance on the first distribution of 1935 had been received early in April that salaries were paid up to date.

The rest of the year 1935 was comparatively uneventful. For three successive years tax distribution had been delayed by actions through the courts. Now with the Supreme Court decision and with a slightly bettering condition of business it seemed certain that the Library would receive its full promised amount from the Intangible Tax and such was found to be the case when the County Auditor made his final distribution on December 24th,

Other years will bring other problems but it is to be hoped that no period of four years will see as many legislative and tax difficulties as faced the Dayton Public Library during the years 1932-1935.

THE LIBRARY AND CWA AND ITS SUCCESSORS

Early in 1934 a Civil Works project was approved for the Library. This called for painting the Main building and the four regional branches and making many repairs of plastering, sheetmetal, carpentry and general plumbing. The total estimates amounted to \$36,792.03, \$31,672.00 of which was labor cost and \$5,120.00 of which was cost of material.

The project was completed on March 31st and it was a very great success chiefly because of the interest and efficiency of the general foreman, Mr. R. L. Langston. A great deal more was done than had been originally planned. A number of new toilets were installed and considerable electrical installation and carpentry work was done. While the number of laborers never reached the estimated 153 it often exceeded 100. The men proved willing to do much of their work after library hours when there was little interference with the normal work of the Library. Some material was bought with Library funds but the Library easily secured more than \$30,000 worth of necessary repairs at a total cost to the Library of \$550.00.

C. W. A. was succeeded by F. E. R. A. and the Library was granted an F. E. R. A. project at a total estimated cost of \$1,361.00 to do many odd jobs that had not been included in the original C. W. A. project and to build a body for a proposed new Bookwagon. This project too, was a success chiefly because of the interest of the foreman, Mr. R. L. Langston. Later F. E. R. A. projects included the furnishing of cleaning women and clerical assistants. A more ambitious W. P. A. project in the fall of 1935 requested cleaning help, inventory help and other clerical assistants but it was disapproved in Washington for reasons unknown to the local administrators.

The Library profited through the Public Works of Art project, receiving a number of paintings and carvings done by artists working under that authority.

Additions to the Library that were proposed under a number of different authorities never were sanctioned, probably largely because the Library was not in a position to assume much responsibility for the cost of materials.

Altogether the Library felt that it had received its full share of help from the alphabetical relief organizations although the chief help came at the beginning and speedily dwindled until under W. P. A. the project was disapproved.

COUNTY-WIDE SERVICE

Mention has already been made that under the Intangible Tax bill, passed in 1933, libraries wishing to secure support from that tax were required to pass a resolution extending the benefits of library service to all the inhabitants of the county, excepting to inhabitants of subdivisions maintaining a public library also participating in the proceeds of this tax. Libraries existed in Oakwood, Germantown, Miamisburg



ELECTRA C. DOREN BRANCH LIBRARY
Troy and Edmund Streets
Opened January, 1928
Volumes December 31, 1935, 14,129. Circulation 1935, 76,971.

and Circleville and although it was likely that some of them would ask for support from the Intangible Tax the Board decided to extend free privileges slightly beyond the point required by the law and on July 12, 1933, passed a resolution that any resident of Montgomery County or any person who was employed, attended school or paid taxes in the county was entitled to a borrower's card which would allow him to borrow books in accordance with the rules of the Dayton Public Library.

For some years the Library had been sending collections of books called "Classroom Libraries" to such teachers in the city schools as requested the service. Books were sent out twice a year to be kept for about four months and in general an allowance of one book per pupil was made. The County Superintendent realized that many classes in the county needed such service far more than did many city schools. In response to a request from him and from many teachers and principals the Library Board voted on January 10, 1934, that county schools be eligible to receive Classroom Libraries when the next distribution was made. In February, 1934, and again in September county schools availed themselves of the opportunity and borrowed in this way some 4,000 books.

The next step in county service will probably be a county Bookwagon. Many petitions advocating such service have been circulated by residents of the more rural sections of the county and the Library Board have approved inaugurating it so soon as library finances allow.

ONE DAY COLLECTION

During the past four years the examiner from the State Auditor's Department has twice gone over the Library's accounts. Because of the thoroughness and accuracy of Miss Edith Hoborn in keeping the complicated books and various accounts, the examiner has found little to criticize. In her report received in the fall of 1933 she questioned the right of the Library to maintain a Rental Collection and quoted an opinion of the Attorney General that such rental charges were unauthorized and inconsistent with the section in the General Code providing that libraries should be free to all the inhabitants thereof.

Rental collections have often been questioned before but whenever the matter has gone to the courts a decision has been secured favorable to the maintenance of such a collection. Unfortunately the matter had not come up before the courts of Ohio and it did not seem wise for the Dayton Public Library to take legal action.

Accordingly, the Board resorted to a subterfuge and on December 1, 1933, all the books in the Rental Collection of the Dayton Public Library were changed to a One Day Collection. These books are issued for one day without charge. If they are not returned on the day after the book is issued a fine of two cents a day is charged for every day except Sundays and Holidays.

The reaction to the new collection was interesting. The circulation of the One Day books was very much greater than of the old Rental Collection. On Saturday night great quantities are taken out many of which are returned on Monday. While this brings no revenue it does mean a tremendously rapid turnover and it means that many more people are reading a single copy of a popular new book of fiction than would possibly have read it had the book been put in the free collection and issued for one week. To our surprise not only did the circulation of the One Day Collection during the first year reach a total of 39,400 when in the last year of the Rental Collection there had been circulated but 16,117 books, but the actual receipts from the One Day Collection during the year slightly exceeded the receipts of the Rental Collection. Holding our own in receipts and more than doubling the circulation has led us to believe the One Day Collection actually superior to the old Rental scheme except for the fact that it is so plainly a subterfuge.

A number of other Ohio libraries have followed the Dayton scheme of changing their Rental Collection into a One Day Collection rather than face the criticism of the examiner from the State Auditor's Department, notable among them being the public libraries of Cleveland and Springfield.

SLIGHT LOSS IN CIRCULATION

	Circulation	Per Capita Circulation	Library Maintenance Expense		Per Registered Borrowers	
1926	623,855	3.5	\$161,587.43	\$.259	35,022	19.7
1927	651,336	3.6	203,521.54	.312	38,491	21.3
1928	925,900	5.01	230,321.27	.248	42,571	23.0
1929	1,108,718	5.8	247,964.81	.223	50,126	26.6
1930	1,407,523	7.0	255,679!39	.181	58,150	28.9
1931	1,715,411	8.5	271,686.62	.158	63,975	31.8
1932	1,821,455	9.0	221,589.23	.121	67,318	33.4
1933	1,816,086	9.0	222,447.88	.122	68,772	34.2
1934	1,720,219	8.5	198,913.27	.115	66,965	33.3
1935	1,643,674	8.17	195,730.46	.119	65,904	32.7

The table above shows that the peak in circulation was reached in 1932 and that each year since has shown a slight decrease. The decrease is much smaller, however, than has been felt in many libraries. The decrease in 1934 and 1935 was less than 5% and the decrease from the peak year, 1932, to 1935 was less than 10%.

Many libraries have explained their decrease in circulation by the gradual increase in prosperity. The decrease is easy to explain for us when you examine the Library Maintenance expense which has gone down every year since 1931 until in 1935 it shows a decrease of 30% over the high figure for 1931.

The Cost per Book Circulated figure in the above table is accurate only relatively. It is secured by dividing the total maintenance expense by the total circulation. This disregards altogether such legitimate library expense as reference work and building up of permanent collections. Inaccurate as it is as a statement of actual cost of circulation per book, it is interesting to note that the figure has decreased from 31¢ in 1927 to 11¢ in 1934 and 1935.

If one analyzes the circulation statistics, it is interesting to note the comparative circulation in Adult Non-Fiction, Adult Fiction and Total Juvenile.

Juvenne.	Circulation	Statistics—10	Vest Period	
	Adult	Adult	Total	Grand
	Non-Fiction	Fiction	Juvenile	Total
1926	102,430	157,181	364,244	623,855
1927	112,255	165,066	374,015	651,336
1928	144,063	263,918	517,919	925,900
1929	180,485	366,936	561,297	1,108,718
1930	226,407	545,267	635,849	1,407,523
1931	286,031	731,025	698,355	1,715,411
1932	339,537	854,063	627,855	1,821,455
1933	365,543	830,717	619,826	1,816,086
1934	365,564	767,853	586,802	1,720,219
1935	366,388	711,013	566,273	1,643,674



DAYTON VIEW BRANCH LIBRARY

Salem and Wabash Avenues

Opened October, 1930

Volumes December 31, 1935, 13,682. Circulation 1935, 128,180.

The Adult Non-Fiction has shown a steady increase every year, 1935 being 3½ times as big as 1926. The peak in children's circulation came in 1931 and Adult Fiction in 1932. Both are rather easy to explain. In 1933, the Library began to buy new fiction in rather small quantities, the definite policy then being approved that only three copies of a new fiction title be bought, all additional copies going to Rental or One Day Collection. Considering the smaller quantities of fiction that have been bought, the loss in circulation seems most reasonable.

The loss in Juvenile circulation since 1931 can be explained partly by the more disorganized condition of the schools when facing drastic cuts in budget. The teachers have been less inclined to encourage collateral reading when the shortened terms were making it difficult for them to cover the required subjects.

Had the Library budget in 1934 and 1935 been comparable with former budgets, it is altogether probable that our circulation would have shown an increase in every class. Considering that the branches were closed one-third of the time that they were formerly open, it is remarkable that we show less than a 10% cut in circulation.

MOST POPULAR BOOKS 1932-1935

Miss Janet L. Hannaford, the Chief of our Circulation Department, has compiled each month a list of the most popular books of fiction and non-fiction. This list is made up from ballots from various departments of the Main Library and many of the branches. A compilation of these lists for the four years shows that the most popular books in the Dayton Public Library are after all, for the most part, books of real worth. The following list of the 30 most popular books of fiction and the 30 most popular books of non-fiction are interesting as a sidelight on the reading taste of Daytonians.

FICTION

1.	Allen, Hervey	Anthony Adverse
2.		Magnificent obsession
3.		Good earth
4.		Green light
	Carroll, Gladys H.	As the earth turns
	Douglas, Lloyd C.	Forgive us our trespasses
7.		Lamb in his bosom
8.	Barnes, Margaret	Within this present
9.		Ann Vickers
10.	Morgan, Charles	The fountain
11.	Bottome, Phyllis	Private worlds
12.	Buck, Pearl	Sons
13.	Young, Stark	So red the rose
14.	Aldrich, Bess Streeter	White bird flying
15.	Wilder, Thornton	Heaven's my destination
16.	De la Roche, Mazo	Master of Jalna
17.	Lewis, Sinclair	Work of art
18.	Baum, Vicki	Grand hotel
19.	Werfel, Franz V.	Forty days of Musa Dagh
20.	Aldrich, Bess Streeter	Miss Bishop
21.	De la Roche, Mazo	Young Renny
22.	Galsworthy, John	Flowering wilderness
23.	Peterkin, Julia	Bright skin
24.	Norris, Charles G.	Zest
25.	Golding, Louis	Magnolia Street
26.	Hilton, James	Good-bye, Mr. Chips
27.	Hilton, James	Lost horizon
28.	Cather, Willa	Shadows on the rock
29.	Hobart, Alice T.	Oil for the lamps of China

Glasgow, Ellen

Vein of iron

NON-FICTION

1. Kallet & Schlink 100,000,000 guinea pigs Pitkin, Walter B. Life begins at forty While Rome burns Woollcott, Alexander Phillips, Mary C. Skin deep Zweig, Stefan Allen, Robert S. Marie Antoinette Washington merry-go-round Halliburton, Richard 7. Flying carpet 20,000 years in Sing Sing Lawes, Lewis E. 8. 9. Only yesterday Allen, Frederick L. 10. Young, Vashni Fortune to share De Kruif, Paul H. Men against death 11. 12. O'Neill, Eugene Mourning becomes Electra North to the Orient 13. Lindbergh, Anne M. Epic of America 14. Adams, James T. Allen, Robert S. 15. More merry-go-round Forty-two years in the White House 16. Hoover, Irwin H. 17. Adamic, Louis Native's return 18. Foster, Larimore Larry 19. Brittain, Vera Testament of youth Education of a princess 20. Marie, grand duchess Roosevelt, Franklin D. 21. Looking forward 22. Morris, Robert T. Fifty years a surgeon Seabrook, William B. Asylum 23. 24. Carmer, Carl L. Stars fell on Alabama 25. Steffens, Lincoln Autobiography 26. Waln, Nora House of exile 27. Van Loon, Hendrik Geography 28. Longworth, Alice Crowded hours 29. Wells, H. G. Experiment in autobiography 30. Chase, Stuart New deal

FRIENDS OF READING

The Friends of Reading, the Staff association, has continued its monthly book review meetings throughout the four years. The following members of the Staff have successively been President:

1932-33-Ruth Stein

1933-34-Marie Koeker

1934-35-Mildred Stibitz

1935-36—Suzanne Starr

ATTENDANCE AT NATIONAL AND STATE LIBRARY MEETINGS

The professional spirit of the Staff has been evidenced in their desire to attend the yearly meetings of the American Library Association and the Ohio Library Association. In most libraries partial expenses are paid to encourage staff members to attend such meetings. In Ohio no such payment is allowed but in spite of that fact members of the Dayton Public Library have attended the meetings in much greater numbers than the size of the Library would seem to make likely.

The following table shows the attendance of the Staff at the National and State meetings during the past four years:

A. L. A.				O. L. A.						
1932	New Orleans			15	Columbus					28
1933	Chicago .			28	Columbus					44
1934	Montreal .			14	Akron .					25
1935	Denver .			3	Cleveland					24

DAYTON PUBLIC LIBRARY MUSEUM

Throughout the past four years the Dayton Public Library Museum has shown a wonderful development. Dr. Sigmund Metzler, Educational Director, has both a rare enthusiasm for the work and a wide scientific knowledge. He has enlisted the cooperation of many other museums in helping to build up the collection. Dr. Metzler and his assistant, Miss Selma Hermann, have given innumerable lectures to both school children and adults, sometimes in the Museum itself, sometimes in branch libraries, and often at the schools. It is difficult to believe that any museum could be made to play a larger place in the community at such a low cost.

APPOINTMENT OF NEW LIBRARIAN

On October 2, 1935, I most regretfully tendered my resignation as Librarian of the Dayton Public Library to accept the position as Director of Libraries at New York University. My resignation was not to take effect until January 31, 1936, as I was particularly anxious to assure that the Library Budget had been determined before I left, and I also wished to give the Board plenty of time to secure my successor.

After a careful investigation of local possibilities and librarians in the State and elsewhere, the Board, on November 29, unanimously voted to offer Mr. William James Hamilton of Gary, Indiana, the librarianship. It is a great satisfaction to me to know that the destinies of the Library are to be in the hands of such a man as Mr. Hamilton.

THE PROGRAM FOR THE FUTURE

The last four years have been ones of steadily decreasing budgets. The Library has done little in the inauguration of new projects it being difficult enough to maintain the work that had been started in earlier, more prosperous years. It seems likely that the Library will never again be in as critical position as it was in the last days of 1934 when it had to choose between starting a mandamus suit in the Supreme Court or closing its doors. The days of better budgets cannot be far in the distance and certain things must be done so soon as it is possible. The Library platform for the future should certainly include six planks:

- 1. A new central library. It is even more true than it was four years ago that the present library is quite inadequate and can never be an economical or satisfactory one to administer. Unfortunately, a new building does not seem as imminent as it did a few years ago. If this new building is to be delayed much longer, still more temporary additions to our present old building must be built. At present we have neither space for the adequate shelving of books nor tables and chairs for the adequate serving of readers. So soon as it is at all possible an addition to the present book stack must be built on top of our present Catalog Room. It would also seem probable that in the near future, extensions to the reading rooms will have to be built to the west of the Library.
- New branches must be built in several sections of the city. Branches for Westwood and Belmont have long been promised as the Bookwagon stops in those localities have long since proved inadequate.
- 3. County service should be extended until eventually the Library becomes a real county library. A county Bookwagon would seem the next step but after that it may seem desirable to establish a series of small branches or deposit stations. The whole tendency in library development today is towards the larger unit. Already support is being furnished from a county tax. Eventually the Library will be reorganized as a county library or perhaps as a super-county library serving two or three counties.

- 4. The Library Museum can house few additional specimens as it has practically reached its capacity. Long since the room for lectures proved inadequate to seat the throngs that attend. Various plans are afoot for the building of a museum structure. If this cannot be done soon, an addition to the present Museum must be built which will at least furnish more adequate lecture facilities.
- 5. The Library Staff are still without any scheme of pensions or annuities. Already this has been a real hardship to many of the older members and this hardship will increase until some sort of an adequate retiring system for the Staff has been evolved.
- 6. Few libraries the size of Dayton are so destitute of endowment funds. In this home of aviation it would seem as though some benefactor might be interested in giving an endowment for the purchase of books on aeronautics. If benefactors could be persuaded to establish funds for the purchase of certain classes of books the Library could build up its collection in ways that are quite impossible when it depends entirely on uncertain tax support.

In closing this report so near to the time of my departure I wish to express to the Board once more the joy that has been mine in my eight and a half years of service as Librarian. Never has a Librarian had a Board that cooperated with him more fully. Never has a Librarian had a more loyal staff or one more uncomplaining under difficulties. Indeed, our very troubles have helped knit the Staff together as one library family. I have grown to love Dayton and to count the Trustees and Staff of the Library as my best friends here.

PAUL NORTH RICE, Librarian.

SUPPLEMENTARY TABLES

- 1. Volumes active by agency, December 31, 1935.
- 2. Volumes active by class, December 31, 1935.
- 3. Circulation statistics, 1932-1935.
- 4. Twenty-five year record of the Dayton Public Library.
- 5. Library statistics, 1932-1935, arranged according to the A. L. A. form.
- 6. Gift and Endowment Funds.

VOLUMES ACTIVE BY AGENCY DECEMBER 31, 1935

Central Library	Adult	Juvenile	Total
Main	118,899	13,839	132,738
Stations		8,776	41,947
High School			4,290
Classroom		15,554	15,554
Museum	66	12	78
Bookwagon	2,619	3,409	6,028
Rental			2,459
Unaccessioned	1,574		1,574
Total	163,078	41,590	204,668
Regional Branches			
East	13.982	6,279	20,261
West		5,957	18,880
Electra C. Doren	8,679	5,450	14,129
Dayton View		5,309	13,682
Total	43,957	22,995	66,952
School Branches			
Brown	3,186	4,532	7,718
Cleveland		4,451	7,175
Emerson	•	4,816	8,696
Jackson	2,007	3,479	5,486
Lincoln	3,256	3,992	7,248
Patterson	2,174	3,875	6,049
Whittier	2,242	3,794	6,036
Wogaman	1,887	3,436	5,323
Wright		3,935	7,059
Total	24,480	36,310	60,790
X (Belmont)	2,632	3,460	6,092
Westwood	1,079	1,566	2,645
Medical		•••••	2,202
GRAND TOTAL	237,428	105,921	343,349

VOLUMES ACTIVE BY CLASS DECEMBER 31, 1935

Classes			
	Adult	Juvenile	Total
000—General Works	6,627	1,455	8,082
050—Periodicals	16,915	1,789	18,704
070—Newspapers	13	,	13
100—Philosophy	4,835	199	5,034
200—Religion	6,630	1,580	8,210
300—Sociology	19,001	10,039	29,040
400—Philology	810	89	899
500—Natural Science	6,214	6,218	12,432
600-Useful Arts	16,321	5,148	21,469
700—Fine Arts	11,020	4,519	15,539
800—Literature	21,180	16,555	37,735
900—History	11,521	7,404	18,925
Travel	11,170	8,477	19,647
Maps	37	4	41
Biography	11,772	4,873	16,645
Fiction		32,994	110,970
Picture Books		4,246	4,246
Dayton	557	. 3	560
English for Foreigners	116		116
French	743	8	751
German	3,848	319	4,167
Greek	13		13
Hungarian	785		785
Italian	13		13
Polish	7 7 2		772
Rumanian	9		9
Spanish	80		80
Ýiddish			194
Other Languages	9	2	11
Public Documents			5,647
Music	836		836
Curio	. 1		1
Dental	189		189
TOTAL—Accessioned	235,854	105,921	341,775
Unaccessioned	1,574		1,574
GRAND TOTAL	237,428	105,921	343,349

CIRCULATION STATISTICS

MAIN				
	1932	1933	1934	1935
Adult	480,433	474,639	483,377	462,207
High School	21,329	25,386	27,046	27,086
Juvenile	47,308	44,224	47,572	46,783
Juvenne	4/,506	44,224	47,572	40,765
TOTAL	549,070	544,249	557,995	536,076
REGIONAL BRANC	HES			
East		110,948	89,224	86,401
West		108,855	88,744	84,125
Electra C. Doren	110,764	98,343	81,772	76,971
Dayton View	145,909	149,846	128,578	128,180
TOTAL	484,752	467,992	388,318	375,677
SCHOOL BRANCHE	S			
Brown	71,716	74,582	70,798	64,359
Cleveland	81,608	80,842	77,682	66,587
Emerson	75,926	79,042	79,860	65,322
Jackson		34,695	27,560	27,775
Lincoln	74,589	71,968	66,970	64,357
Patterson	55,979	57,545	54,458	50,886
Whittier	44,701	40,345	33,962	34,694
Wogaman	39,396	41,073	35,950	32,714
Wright	68,025	69,936	63,158	60,598
TOTAL	549,939	550,028	510,398	467,292
BOOKWAGON				
Main	145,148	154,398	146,863	137,934
East	40,553	45,509	45,546	41,960
TOTAL	185,701	199,907	192,409	179,894
MISCELLANEOUS				
Miscellaneous Sta.	8,669	7,130	9,111	11,065
Medical	615	481	425	349
Classroom	42,709	46,299	61,563	73,321
TOTAL	51,993	53,910	71,099	84,735
GRAND TOTAL	.1,821,455	1,816,086	1,720,219	1,643,674

TWENTY-FIVE-YEAR RECORD OF THE DAYTON PUBLIC LIBRARY

Year Ending	Population	Library Maintenance Expense	Books in Library	Registered Borrower	d s Circulation
Aug. 31, 1911	116,577	\$ 23,844.29	87,218		271,026
Aug. 31, 1912	124,761	24,628.08	89,600		262,490
Aug. 31, 1913	128,467	30,136.86	*47,990		145,449
Aug. 31, 1914	132,173	49,793.77	58,126	11,592	228,557
Aug. 31, 1915	135,879	53,723.70	74,682	20,257	313,528
Aug. 31, 1916	139,585	48,091.49	90,359	28,036	284,840
Aug. 31, 1917	143,292	46,450.92	99,088	29,900	347,174
Aug. 31, 1918	146,999	49,421.77	109,535	27,535	393,053
Aug. 31, 1919	154,706	52,507.68	114,955	37,660	387,380
Aug. 31, 1920	152,559	69,750.16	121,168	45,425	366,645
Aug. 31, 1921	158,119	81,918.56	122,027	21,900	383,907
Aug. 31, 1922	161,824	113,786.08	127,118	24,334	397,159
Aug. 31, 1923	165,530	124,566.87	144,268	22,609	396,833
Aug. 31, 1924	169,236	140,558.04	152,173	27,190	505,631
Aug. 31, 1925	172,942	165,776.64	172,380	28,988	569,179
Dec. 31, 1926	177,000	161,587.43	180,649	35,022	623,855
Dec. 31, 1927	180,700	203,521.54	201,396	38,491	651,336
Dec. 31, 1928	184,500	230,321.27	227,969	42,571	925,900
Dec. 31, 1929	188,353	247,964.81	252,674	50,126	1,108,718
Dec. 31, 1930	200,982	255,679.39	277,044	58,150	1,407,523
Dec. 31, 1931	200,982	271,686.62	300,396	63,975	1,715,411
Dec. 31, 1932	2200,982	221,589.23	308,668	67,318	1,821,455
Dec. 31, 1933	200,982	222,447.88	322,473	68,772	1,816,086
Dec. 31, 1934	200,982	198,913.27	333,429	66,965	1,720,219
Dec. 31, 1935	200,982	195,730.46	343,349	65,904	1,643,674

^{*}Count after Flood

LIBRARY STATISTICS, 1932-1935

ARRANGED ACCORDING TO THE FORM RECOMMENDED BY THE AMERICAN LIBRARY ASSOCIATION

Annual Reports for the years ending December 31, 1932, 1933, 1934 and 1935.

Dayton Public Library and Museum.

Dayton, Ohio.

Librarian, Paul North Rice

Date of founding, 1860

Population served, 200,982 (U. S. Census 1930)

Terms of use, Free for lending and reference.

Number of days open during 1935 (Central Library) 346, (306 days for lending.)

Holidays closed: New Year's Day, Washington's Birthday*, Memorial Day, Independence Day, Labor Day, Thanksgiving and Christmas.

*Open for reference and reading only.

Hours of opening (Central Library): daily for lending, 9:00 A. M. to 9:00 P. M.; Sunday, 2:00-6:00; Holidays, 2:00-6:00; total for week for lending, 72; for reading and study, 76.

AGENCIES

Total number of agencies 1935 (including Central Library), 524. Branches and sub-branches, 14.

Number according to housing: in library buildings, 4; other, 10. Number by type: general service, 4; junior high school, 3 (serving public also); elementary school, 6 (serving public also); other, 1.

Stations and other agencies, 509.

Industrial, 1; fire stations, 4; 469 Classroom libraries in 72 school buildings; Bookwagon, 26; other, 9.

	REGISTR	ATION		
•	1932	1933	1934	1935
Number of borrowers reg	istered duri	ing year		
Adult	13,879	14,748	13,670	12,855
Juvenile	7,003	7,371	6,946	6,835
Total	20,882	22,119	20,616	19,690
Total number of registere	d borrower	s		
Adult	44,024	45,510	44,835	43,909
Juvenile	23,294	23,262	22,130	21,995
Total	67,318	68,772	66,965	65,904
Registration period, 3 year	rs	•		
Per cent registered borrow	ers			
of population served.	33.4	34.2	33.3	32.7

USE

	U.	3E		
	1932	1933	1934	1935
No. of volumes lent for l				
Adult non-fiction		365,543	365,564	366,388
Adult fiction	854,063	830,717	767,853	711,013
Total Juvenile		619,826	586,802	566,273
Total1		1,816,086	1,720,219	1,643,674
Per cent adult non-fiction	, ,	, ,	,. , ,	, -, -
lent of total volumes				
lent	18.6	20.1	21.3	22.3
Per cent adult fiction lent		20.1	21.5	22.7
of total volumes lent	46.9	450	44.6	12 2
	40.9	45.8	44.0	43.3
Per cent of Juvenile lent	245	241	241	24.4
of total volumes lent	34.5	34.1	34.1	34.4
Circulation per capita	9.06	9.04	8.5	8.1
Circulation per registered				
borrower	27.05	26.4	25.6	24.9
Circulation per library				
employee1	6,262.9	16,071.5	15,638.3	14,807.8
Turnover of book stock	5.9	5.6	5.1	4.7
Period of usual loan, 14 o				
Number of story hours				
held during year	95	114	98	93
Average attendance at	•			
each story hour	45	42	42	46
	воок	STOCK		
Valumes at beginning	DOOK .	SIOCK		
Volumes at beginning	200 206	200 ((0	222 /72	222 420
of year	300,396	308,668	322,473	333,429
Volumes added during				
year	14,840	19,547	19,293	16,718
Volumes lost or withdraw				
during year	6,568	5,742	8,337	6,798
Volumes at end of year	308,668	322,473	333,429	343,349
Number of reference				
	42 001	44 145	45 410	46 507
volumes	42,881	44,145	45,410	46,597
Number of volumes				4 =00
per capita	1.535	1.604	1.658	1.708
Number of volumes per				
registered borrower	4.585	4.689	4.979	5.209
Number of newspapers c	urrently re	ceived.		
Titles			21	25
		30 61	31 60	35 57
Copies			60	57
Number of periodicals cur			(22	(53
Titles		622	622	653
Copies	1,808	1,807	1,785	1,832

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The DAYTON PUBLIC LIBRARY & MUSEUM

76th and 77th ANNUAL REPORTS 1936 - 1937

Dayton, Ohio

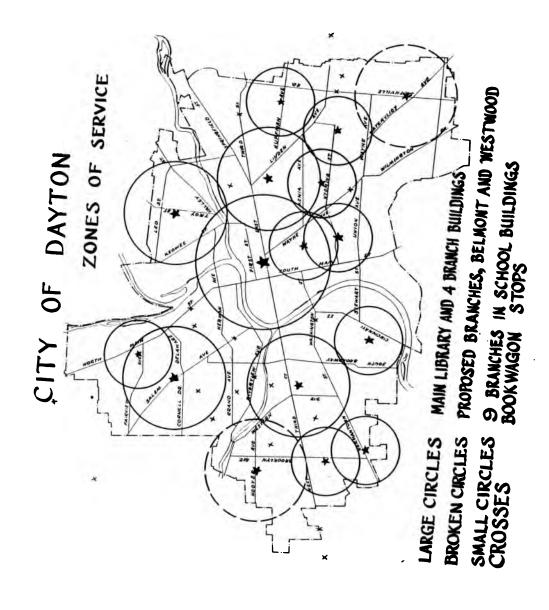


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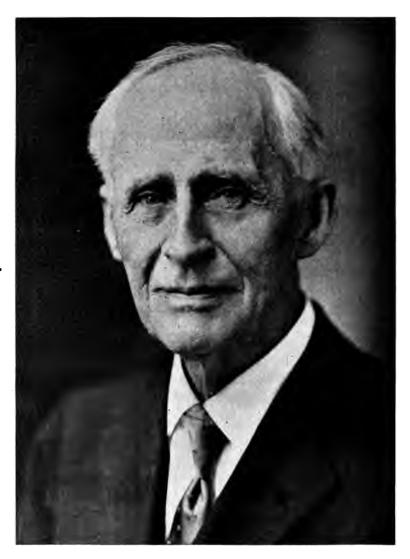
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The DAYTON PUBLIC LIBRARY & MUSEUM

76th and 77th ANNUAL REPORTS 1936 - 1937



DR. J. P. LANDIS
President of Board of Trustees
1919-1937

7.19.36

BOARD OF TRUSTEES DAYTON PUBLIC LIBRARY AND MUSEUM

***Deceased

Secretary-Treasurer of Board

LIBRARY DIRECTORY

MAIN LIBRARY

215 East Third Street

Telephone ADams 6281

Open Week Days 9:00 a. m. to 9:00 p. m. Open Sundays 2:00 p. m. to 6:00 p. m.

REGIONAL BRANCH LIBRARIES

***Open daily except Fridays and Sundays 12:00m. to 8:30p.m.

East Carnegie Branch Library	2160 East Fifth Street				
Mrs. Eliza T. Ramsay, Librarian	Telephone MAdison 4011				
West Carnegie Branch Library	1612 West Fifth Street				
Clytie E. Strahler, Librarian	Telephone HEmlock 2651				
Electra C. Doren Branch Library	701 Troy Street				
Marie Amna Newberry, Libraria	n Telephone FUlton 8681				
Dayton View Branch Library	1515 Salem Avenue				
Helen Haug, Librarian	Telephone RAndolph 1721				
***Until February 1, 1938 Regional	Branches were closed on				
Wednesdays.					

SCHOOL BRANCH LIBRARIES AND LIBRARIANS

Brown	Mrs. Janice D. Bach Tuesdays and Fridays	Parkwood Drive
Cleveland	Cecilia E. Schoff Mondays and Thursdays	Pursell Avenue
Emerson	Anne Louise Jones Tuesdays and Fridays	Hickory Street
Jackson	Mrs. Hester M. Snyde Wednesdays	r Abbey Avenue
Lincoln	Goldie E. Tilman Mondays and Thursdays	Nassau Street
Patterson	Louise Turpin Tuesdays and Fridays	Wyoming Street
Whittier	Lily Nelson Wednesdays	Miami Chapel Road
Wogaman	Ellen L. Strahler Wednesdays	Germantown Street
Wilbur Wright	t Mildred S. Kalheim Iondays, Tuesdays, Wednesd	Huffman Avenue lays, Thursdays, Fridays

BOOKWAGON

Helen M. Tattershall, Head

City and County Service

MEDICAL LIBRARY

Mildred Jeffrey, Librarian Fidelity Building Open Week Days 9:00 a.m. to 5:00 p.m. Telephone ADams 5311

MUSEUM

Main Library Annex, Second Floor Telephone ADams 6281 Open Week Days 9:00 a. m to 5:00 p. m.; Sundays 2:00 - 5:00 Sigmund Metzler, Educational Director

DAYTON PUBLIC LIBRARY and MUSEUM STAFF DECEMBER, 1937

William J. Hamilton . . . Librarian Paul North Rice, resigned effective January 31, 1936 Librarian Elizabeth B. Doren, Vice Librarian and Head Acquisition Dept.

DEPARTMENT HEADS AND REGIONAL BRANCH LIBRARIANS

Frederick H. Cook Reference and Technology
Janet L. Hannaford Circulation, Main Library
Helen Haug Dayton View Branch Library
Edith Hoborn Business Office
Virginia Hollingsworth Catalog
Martha Ann Jones . Children's Room, Main Library
Mrs. Grace Goodale Keator, Training Class and Reference,
Main Floor
Mrs. Mildred A. Linskey Supervisor, School Branch Libraries
Mrs. Alice K. Neibel Shelf
Marie Amna Newberry Electra C. Doren Branch Library
**Mrs. Eliza T. Ramsay . East Carnegie Branch Library
Ruth Stein High School
Clytie E. Strahler . West Carnegie Branch Library
Helen M. Tattershall Bookwagon
Maud L. Weller Supervisor, Juvenile Order and Catalog

DEPARTMENT SENIORS

DEFARIME	11 SENIORS				
*Mary E. Althoff	Circulation, Main Library				
Carrie Bench	Catalog				
Zoe M. Dexter	Catalog				
Eva D. Edgerton	Catalog				
Jane E. Errett	. Reference and Catalog				
Doris H. Fuge	West Carnegie Branch Library				
Anne Louise Jones .	Reference, Circulation, Main				
Emerson Branch Library					
*Mildred S. Kalheim . \	Wilbur Wright Branch Library				

*Mildred S. Kalheim	. Wilbur Wright Branch Library
Marie L. Koeker .	Bookwagon
Louise D. Kulamer	Electra C. Doren Branch Library
Marguerite Michel .	. Reference, Circulation
Maude S. Miles .	. Circulation, Main Library
Mrs. Margaret R. Moore	Children's Room, Main Library
Helen Pearson .	. Reference and Technology
Mrs. Jessie A. Price	. Reference and Technology
Mrs. Thesel H. Sims	Business Office
Suzanne Starr .	Circulation, Main Library
Mildred T. Stibitz .	. Reference, Main Floor
Catharine E. Suber .	Reference, Main Floor, Bookwagon
**Lillian Van Harlingen	Reference, Main Floor

^{*} Part time

^{**} Absent on Leave

SENIOR ASSISTANTS

Mrs. Janice D. Bach
Mrs. Eliza P. Coleman
Ida E. Davis
*Mrs. Dorothy P. Eaton
Mrs. Elisabeth Friermood
Mary P. Hendricks
Clara E. Hueffelman
Frederick W. Kabel
Louis W. Keyer
Esther E. Nichols

Mrs. Dorothy G. O'Hara Mrs. Marie N. Rasey Mrs. Elizabeth M. Reece Lenore Ross Cecilia E. Schoff Mildred Schull Nora Shearer Mrs. Hester M. Snyder Alice Weaver Clara B. Wiedmann

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Lily Nelson

Zora Shearer Mrs. Florence R. Smith Ellen L. Strahler Goldie E. Tilman Louise Turpin Mrs. Mary H. Wimmers Mrs. Ruth M. Wood Lula Zahars

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Charlotte Moore **Barbara Morse Isabel Murlin *Mrs. Ruth G. Nafe Naomi Roof Margaret Schroy Mrs. Margaret B. Stahl Mrs. Goldie Stauter **Eleanor Stibitz Edith K. Stork Mrs. Ruth K. Sutherland Dorothy Thies Verva G. Tobias Lucille Walsh Mrs. Juanita M. Warner Vivian **Way Dorothy Wenzel Mary Williams Mrs. Mildred H. Young

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Theresa C. Walter, Head Annie Cavender Mrs. Edna M. Ganger G. Lillian Horn Mrs. Anna C. Kauflin Mary E. Keber Mrs. Mary A. Knaub Carrie E. Toedte, First Assistant Anna K. Kuntz Mrs. Irena B. Mitchell Mrs. Margaret M. Selz Mrs. Pauline S. Von Freiberg Bertha C. Walter Mary A. Wittman

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MEDICAL LIBRARY

Mildred E. Jeffrey

Montgomery County Medical Society

MUSEUM

Sigmund Metzler Robert Sagebiel, Curator Educational Director Alfred Alk, Junior Assistant

BUILDING CARE

William L. Winfield, Building Superintendent

*Mrs. Gertrude Gebhart Charles O. High Norman H. High William Lause William E. Martin Clarence E. Rhoades Charles M. Rose William H. Runyon Joseph Toedte

PREFATORY NOTE

The last printed report of the Dayton Public Library and Museum was published in the early part of 1936 and covered its 72nd, 73rd, 74th and 75th annual operations. It was prefaced by a note written by Dr. J. P. Landis, then President. Dr. Landis, who served the Library as a Trustee for 25 years, acting also during the last 18 years as President, died on the 17th day of October, 1937. The Board of Trustees feel that in presenting the following summary of the recent activities of the Library and Museum it would be unpardonable to begin without an acknowledgment of its immeasurable indebtedness to Dr. Landis for his faithful years of service to the institutions and to the public. It endeavored, all inadequately, to express its profound regard for him in a resolution which it passed immediately after the close of his loyal career, which death alone could terminate:

"Dr. Landis has finished his splendid service as a member and president of the Dayton Public Library's Board of Trustees. It is impossible to measure, and even to appreciate properly the value and significance of such service. It is fitting that the Board of Trustees by vote express their indebtedness to Dr. Landis for his sincerity, his genuineness, his wisdom, his fairness of mind, his even tempered administration, and for his high ethical and spiritual achievement. Lives like that of Dr. Landis engender in all of us a new faith in the preciousness of personality and the beauty of a great life."

In the preface mentioned, Dr. Landis noted, with regret, the loss of Mr. Paul North Rice, who, after an illustrious incumbency, had resigned early in 1936, and, with pleasure, the appointment of Mr. William J. Hamilton, as Mr. Rice's successor. The hopes that he and the Board entertained have been most happily fulfilled and the new Librarian has quickly and thoroughly established himself as an essential element of the life and culture of our community.

The important part which the Library and Museum have currently played in the welfare of the public, it is the purpose of the following pages to briefly portray. No statistics, however, can adequately appraise the value of these institutions in providing an endless amount of pleasure and mental and moral development, especially in such periods as those through which we are passing when other resources wane and spirits are low. Unlike other enterprises, the Library found its income reduced at the time when its volume of business was greatest

and its facilities were sought by an unprecedented number of people. Fortunately, a considerate County Budget Commission has now found means of restoring some of the cuts and its members deserve the praise of the public for their efforts in its behalf.

Seeking to serve and satisfy an ever enlarging and appreciative patronage the Library and Museum still need much to afford the people of Montgomery County all that their Trustees and Staff would like to offer them. But, within the limits of our capacity, we look forward to further years of that friendly and fruitful cooperation which has entrenched our institutions as invaluable adjuncts in the daily life of Dayton and its nearby neighbors.

ROBERT G. CORWIN
President Dayton Public Library
Board of Trustees.

MUSEUM REPORT, 1936-1937

A few years ago I predicted that all Museums would some day be educational institutions, in fact "The People's Universities". This quotation, appearing first in one of our bulletins, was adopted by many of the Museums in this county. "What is this Museum worth?", is a question often asked. My answer is: "The worth of a Museum can only be judged by the educational work it is doing." The Dayton Museum has already reached the limit of such work. Our facilities are meagre and more room for exhibits and lecture purposes is badly needed. Our lecture room will accommodate about 100 people; often we have nearly 200 in attendance at the lectures. The Sunday lectures have been a great success. This is due mainly to the interest the general public has shown, and credit must be given the colleges in this section of Ohio for the excellent speakers they have supplied us without cost. I must also mention the business and professional people in Dayton who have given their services freely.

Lectures to clubs, associations, classes of children, college students, etc., form an increasing item in our extension work. Saturday lectures at the East and West Carnegie Branches of the Library were well attended and proved a success. For groups of Boy Scouts we open the Museum any evening on advance notice and illustrated lectures are arranged for them. In addition to our bi-monthly bulletin we have also distributed a number of leaflets on the geology of Dayton.

Our lecture room has been greatly improved by curtaining it off from the main Museum room. More slides have been added to our collection, and the wall cases have been greatly improved by backing them with armor board. This work has been done with the cooperation of W.P.A. workers.

A number of donations by public spirited citizens has added to our collections. What we need for more extension work, and to really make the Museum "The University of The People", is a new and larger building. Credit for the progress made during the last few years is due in a large measure to the generous support of the Librarians.

SIGMUND METZLER, Educational Director

REPORT OF THE LIBRARIAN

TO THE BOARD OF TRUSTEES OF THE DAYTON PUBLIC LIBRARY AND MUSEUM:

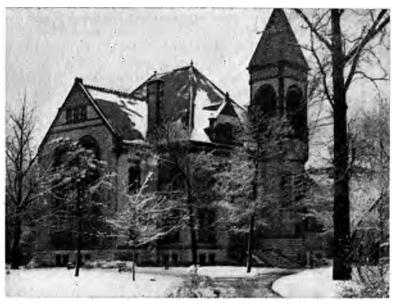
I have the honor to submit herewith the seventy-sixth and seventy-seventh annual reports of the Dayton Public Library covering the years 1936-1937.

CHANGES IN LIBRARY BOARD AND LIBRARY STAFF

During the past two years there have been two changes in the Library Board. In the death of Dr. J. P. Landis on October 17, 1937, the Library lost a valued friend and counselor. A member of the Board since 1912, Mr. Landis had served as President since 1919. As a scholar interested in the Library and its book collection, but always keenly alive to the human side of both Staff and service, he had made a very real contribution to the growth of the Institution.

Mr. Roy Fitzgerald was appointed to fill the vacancy created by the death of Mr. Landis. On the expiration of the term of Mr. G. A. Morris in November, 1936, Mr. R. G. Corwin was appointed to this place and was elected in January, 1938, as President.

On January 3, 1937, death removed from the Staff, Herbert W. Sanderson, Curator of the Museum. In addition to the resignation of Mr. Paul North Rice, which took effect January 31, 1936, there have been 25 other resignations from the Staff, all but three of which were from the grade of Junior Assistant or below. Four are now on leave of absence for study. August 30, 1936, was marked by a public reception given by the Library Board and the Library Staff, honoring Miss Mary E. Althoff, who had just completed fifty years of service. Miss Elsie F. Pack, Librarian of the Electra C. Doren Branch, resigned October 31, 1936 to be married. This place was filled by Miss Marie Amna Newberry. In the fall of 1937, Miss Maud S. Miles, Branch Librarian of the West Carnegie Library since 1926 was transferred to the Circulation Department at the Main Building and Miss Clytie E. Strahler became Branch Librarian. In 1936, Miss Helen M. Tattershall was appointed head of the combined Bookwagon Service, supervisoring both the City and the new County Bookwagons. Her place at East Carnegie Branch was taken by Mrs. Eliza T. Ramsay. Misses Doris H. Fuge, Anne Louise Jones, and Marguerite Michel have been added to the Staff after experience elsewhere, following library school training. Through the Training Classes of 1936 and 1937, 18 young men and women, now on the Staff, received training.



(Activities photographs taken by Mr. Robert G. Corwin,)

THE MAIN LIBRARY

Dressed for its fiftieth birthday party, February 20, 1938

STAFF AND SERVICE GAINS

In 1933 our staff hours of service were reduced by depression conditions with a corresponding cut in salaries. A gradual increase in employment was made possible by the increasing appropriations for 1936, 1937, and now assured for 1938. In consequence, by February 1938, we are able to restore and pay for five more hours per week for each staff member. This is strengthening the work of each department and in addition permits, on the same date, that the four Regional Branches be reopened for Wednesday service. They are thereafter closed only Fridays and Sundays.

PROFESSIONAL ACTIVITIES, NATIONAL, STATE, AND LOCAL

Forty-four members of the Staff belong to the American Library Association, and 112 are members of the Ohio Library Association. In 1936, seventeen attended the A. L. A. Conference at Richmond, Virginia, and in 1937, twelve went to the New York City Conference. In 1936, the O. L. A. met with the associations from Michigan and Indiana at Toledo.

This was attended by eighteen members of the Staff, and the meeting in 1937 at Columbus by thirty-four. In addition there were representatives at several of the Ohio District Meetings each year.

The Librarian served in 1936 and 1937 on the Library Administration Committee of the A. L. A. and on another committee on Uniform Statistical Report Forms. Miss Suzanne Starr was on the A. L. A. Membership Committee as Ohio representative for each year. Miss Janet L. Hannaford worked on "terms of circulation work" with the Terminology Committee. Miss Ruth Stein served in 1936-1937 as member of the Standing Committee of the Young People's Reading Round Table of the A. L. A.

In the Ohio Library Association, Miss Virginia Hollingsworth served as Secretary in 1936-1937, and Miss Mildred Stibitz holds the same office in 1937-1938. The Librarian has served as member of the O. L. A. Legislative Committee and also on the State Aid Committee. Mrs. Grace G. Keator was on the Nominating Committee in 1936 and Miss Jane E. Errett was on the Classified Directory Committee, which published in 1936 the "Classified Directory of the Personnel of the Libraries of the State of Ohio." Miss Ruth Stein served on the Executive Committee of Children's and School Library Section of the O. L. A., in 1937. Miss Janet L. Hannaford was Chairman of the Extension Committee in 1935-1936. Miss Martha Ann Jones appeared on the program of the Greenville District Meeting in 1936. At the Middletown District Meeting in 1937, Misses Janet L. Hannaford, Mildred Stibitz, Marie Amna Newberry, and Helen Tattershall and Mr. Charles Hough spoke, while our Montgomery County Bookwagon Service was one of the objectives of the Post-District Meeting trip, some twenty-five visitors observing our methods of service at Harshmanville.

Twelve of the Staff belong to the Junior Members Group of the A. L. A., which has held several meetings. Miss Suzanne Starr was on the Nominating Committee for the Ohio group in 1937, and for 1937-1938 is Chairman of the Miami Valley Group.

Book reviews prepared by Staff members have appeared regularly during the two year period in the Dayton Daily News and numerous special releases have been prepared for the Dayton Journal and the Dayton Herald. Many talks have been given before a variety of organizations and Staff members are also active in many clubs and organizations. The Staff contributed to the Community Chest, Red Cross and Flood Relief.

"FRIENDS OF READING" - THE LIBRARY STAFF ORGANIZATION

Monthly meetings devoted to the discussion of books and professional problems have been held throughout the two years. These have uniformly been interesting and stimulating. Each year this group has been a Contributing Member of the American Library Association. In the fall of 1937 this group took the initative in making the Staff Room at the Main Library more pleasant through window drapes and restful furniture.

The following members of the Staff have served successively as President of the group:

1935-1936 Suzanne Starr

1936-1937 Mrs. Janice D. Bach

1937-1938 Lenore D. Ross

"E. M. Delafield", May Lamberton Becker, and Alice Dalgliesh very graciously spoke before such members as could gather at the Main Building.

THE STAFF IN PRINT

Errett, Jane E. Member of O. L. A. Preparation Committee, "Classified Directory of the Personnel of the Libraries of the State of Ohio."

Hamilton, William J. Gasoline tax exemption Library Journal 61:3, Jan. 1, 1936.

Hamilton, William J. . . Tributes for long service Library Journal 61:680, Sept. 15, 1936.

Hollingsworth, Virginia . . . Report as Secretary "The Annual Meeting of the Ohio Library Association". Library Journal 62:847, Nov. 15, 1937.

Kingery, Robert E. Book Care Better Homes and Gardens 15:1023, October, 1936.

Kingery, Robert E. Editor of Department, "Mostly About Books" in "Hobbies; the magazine for collectors," 40-41: variously paged, Jan. 1936-June, 1937.

Neibel, Alice Kile . Secretary, Horticultural Society. Monthly reports for daily newspapers, 1936-1937.

Neibel, Alice Kile Weekly articles on horticultural subjects in Sunday edition of Dayton Daily News, April-September, 1936-1937.

Newberry, Marie Amna The Library School of the New York Public Library, 1911-1913.

Library Service News 6:12-13, February, 1937.

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WEST READING ROOM

(Both pictures taken

LIBRARY AGENCIES

During 1936-1937, branch units of service remained the same and with the same hours of opening as in 1935, except Emerson Branch, which beginning September 1937, opened two days a week, in place of five. The territory served by the Library, however, was expanded and now covers the entire county. Not only are residents of Montgomery County entitled to use the library resources of the city of Dayton, but Bookwagon Service in the county began July 1, 1936, after a survey was made. The collection of books originally intended for Belmont Branch but used for the East Bookwagon was allocated to the county service. Other books were provided through State Aid funds and in addition to large "county" purchases, the regular collections are drawn upon for requests. The Bookwagon makes 27 stops in the county and each section of the county receives this service at least once a month except Germantown, Centerville, Miamisburg, and Oakwood, which have their own library service.

In the fall of 1936 the Clio Club of Brookville turned over the collection of books in their community library for us to

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WHAT NEW LIGHTING ACCOMPLISHED November 1937)

reorganize, and the club continues to provide a volunteer librarian and now operates this as a station open twice a week free to all. The monthly Bookwagon Stop at Brookville is made at the Library which is supervised by the Head of the Bookwagon Service. The circulation of this agency increased 223% in the 12 months of 1937 compared with the six months open in 1936.

The County Bookwagon circulated 10,836 volumes from July 1 to December 31, 1936, and 32,589 volumes in the 12 months of 1937, showing a healthy increase. In 1936 and 1937 the City Bookwagon continued to lose circulation although the days operating in the east district show a slight gain in 1937 over 1936. As the City Bookwagon collection increased, the reason for the loss must be searched elsewhere. The City Bookwagon made 26 stops in 1937. In September 1936, the Bookwagon Service in the city and county was coordinated under one head and a number of changes in procedure with a gain in effectiveness have followed.

In 1936 a charging desk which serves both first and second floors of the Main Library was installed at the Main entrance. All circulation and reserve records for books on both floors are now handled at one point. 17

REGISTRATION

Total registration for 1937 shows an increase over 1936 of 646 or 9-10 of 1%. On analyzing this registration, however, the city shows a loss of 2344, which is offset by an increase of registered county borrowers, due in part to the expansion of service through most of Montgomery County, and in part to the recording of Oakwood borrowers as county, not as city registrants. In 1936 there were registered 2035 county borrowers and in 1937, 5025 were so recorded an increase of 146.9%. Of this 5025, 1609 were juvenile, where the increase over 1936 was 151%, slightly greater that the adult increase 1936 was 151%, slightly greater than the adult increase which was 145.5%. Even though there is an actual increase in registration the per cent of population registered has decreased from 32.6% in 1936 to 25.88% in 1937 because of the increase in the base population served—from city to city and county jointly. The period of registration was made four years beginning January 1, 1937.

BOOK STOCK

For the past two years there has been an increase in the total book stock. In general this has been consistent in the circulating collections, as only the juvenile Classroom collection shows a loss for both years and Emerson Branch for 1936. Each Branch, however, shows a loss in the reference collections either in 1936 or 1937 and in three cases in both years. Eight agencies in fact, show fewer reference books in 1937 than at the time of the last report in 1935. These losses are offset by additions to the Main Library, Stations, and High School. This decrease in reference collections has been evident, beginning with 1932, and every year has shown decreases in from 1 to 8 branches, concentrated in the school branches. It is comparatively slight and the explanation may be in the withdrawal of outdated encyclopedias or no longer used reference books.

The physical condition of the circulating collections, leaves much to be desired. Due to the decreased book funds over a period of years, many books have been held in the circulating collections after they have become worn, dirty, and dog-eared simply because they could not be replaced. This is especially true of the juvenile collections. The wear and tear on these books is very great and the need for frequent replacement is greater than in the adult collection. If good care of books is to be expected from patrons, the standard of the physical condition of our collections must be materially improved.

The one group which shows a decided decrease is the One Day Collection, formerly the Rental Collection. Not only does it show a 53% decrease in book stock since 1935, but it is actually less than at any time since its introduction in 1931. This is from the very nature of the case a shifting collection but if it is to serve its purpose of providing new books in quantity to meet demand and to force a rapid turnover of these books, while the demand is present, more titles and more copies must be provided. As these later find their way into the general circulating collection, such expenditures can be defended. Of course, in the last two years with the great decrease in supply, it is quite possible that our public for these copies has been lost and that not only a more generous provision of new books but definite publicizing would be necessary to regain our prestige in this field.

One administrative change has been made in building up the book collections at various agencies. Each was given a budget, based partially on circulation, of amounts to be expended in 1937 for fiction, non-fiction, and juvenile books. The choice of titles was left with the librarian of the agency, with veto in the hands of the Chief Librarian. Thus not only was her knowledge of her book collection, her public and their interests, utilized, but various gaps in the agency collections could receive consideration. The results of this are perhaps most evident in the non-fiction circulation gains in May, July, September, November and December, 1937, over 1936. Meetings, at which the new accessions to the Dayton Public Library are discussed, are held the first Saturday of each month.

State Aid funds to libraries for extension work were granted to the Dayton Public Library and Museum—\$1,000 for 1936, the same amount for 1937. According to the terms of this grant the money was spent for books for extension service. This has been a great help and the State of Ohio is to be congratulated upon its effort to equalize book resources for the citizenry.

CIRCULATION

The circulation figures of the past two years show some very interesting facts. Total adult circulation, compared with the same month of the preceding year, lost consistently every month from January 1936 through October 1937. Beginning with November 1937, there is an adult gain which corresponds roughly with the beginning of what is known as the "recession." The extremely hot weather in the summer of 1936 no doubt contributed to the decrease in the months from May through July which had in 1935 shown increases over the preceding year. The total adult loss in 1936 compared with 1935 was 11%, the loss in 1937 compared with 1936 was only 5½%.



BOOKS ABROAD
The Library Bookwagon at Hearthstone Plat

Total juvenile circulation on the contrary began to gain in November 1936, and continued each month until October 1937, when it began to fall. The Classroom circulation—extension service to the schools—which roughly covers the school year, fell in 1937. Classroom collection gains in circulation in 1933, 1934, 1935 and 1936 were accompanied by decreases in these same years in juvenile circulation totals for Regional and School Branches and also for Main Juvenile except in 1934 and for Bookwagon except in 1933 and 1934. It would seem that there is a relationship between high classroom circulation and low agency circulation and vice versa.

In looking for the divisions of our collection where gains occurred one is amazed to find the unpromising books on language, both in adult and juvenile, with a total gain of 211 volumes in 1936 over 1935. This year also showed gains in the useful arts and biography. In 1937 increases over 1936 were found in adult and juvenile fine arts, history and travel and in adult biography. The Book Week theme may have been a factor in the increase in juvenile science and useful arts, but the purchase of easy readers and picture books were the cause of the increases in these groups. Undoubtedly the supply of

new books, both new titles and fresh copies of old favorites, were influential in the total juvenile increase which was a 7% gain in 1937 over 1936 compared with a loss of 5% in the 1936 total from that for 1935.

Attention has already been called to the effect on non-fiction circulation of the policy of having the agency librarian select books. The percentage of decrease in 1937 non-fiction total under 1936 non-fiction total was only 9-10 of 1% whereas the 1936 figure was 8% under that for 1935. In fiction, 1936 figures were 12% less than 1935, but 1937 figures were only 8% below 1936.

WORK WITH CHILDREN

Summer and winter, in school and out of school, this service goes on. However, story hours, summer reading projects and book week plans are seasonal activities of this department. In 1936, there were 75 story hours with an average attendance of 49 and in 1937, 78 were held with an average attendance of 47.

"My ladder of good books" was the 1936 summer reading project, which 127 children completed. In 1937, 154 children filled treasure chests in a "Treasure hunt." This latter was the most successful of all such projects and received editorial comment in the Dayton Herald. "Books to grow on" and "Magic highway to adventures" were the themes of the fall Book Week plans and in 1937 a Spring Book Festival was celebrated in May. Thirteen talks on children's literature were given either in the Library or before outside groups. Some of the rural schools are now bringing classes in to visit the Library, a customary procedure for the city schools for a long time. The Library cooperated with the Montgomery County Rural Recreation Supervisor in providing a series of talks on "Story telling methods" for the recreation workers of the county. Attention is called to the very fine collection of pictures which are available for circulation to schools, clubs or individuals. In 1913 the flood destroyed a collection of 15,000 mounted pictures. In the interim since we have built up a new collection of 12,000.

REFERENCE WORK

No statistical record is made of reference work but many and varied questions are answered in person and over the telephone, both at Main and at the agencies. Below are a few of these queries, asking who, what, when, where and why.

What are the advantages and disadvantages of village incorporation?

A suitable poem for a little girl to recite at her grandparents golden wedding?



CROWDED CONDITIONS AT CLEVELAND SCHOOL BRANCH

Who other than Walt Disney makes animated cartoon moving pictures?

What are the rules for cockfighting?

Who was acting president from Saturday to Monday because Inauguration Day fell on Sunday?

Was Shaddock the former name for grapefruit and was it so named for an old sea captain?

What is expected of a Master of Ceremonies at a Fathers-Sons banquet? Does he introduce the Toastmaster?

Code of regulations for non-profit corporation.

Who was the first priest ordained in the New World?

History of marcelling.

Chassis wiring RCA Radiola 82 model.

What is the premium on a quarter dollar minted without arrows at Carson City in 1873?

Names and location of manufacturers of rubber coated cloth. Safety methods when using dry ice.

Spot and seam welding of aluminum alloy sheets.

No doubt all these questions have a story behind them but this one shows not only the very practical use of the Library but a very good bit of literary sleuthing: a store which was offered an advantageous price on a flower called "King Alfred", wished to know before buying, what it was. None of the botany or garden books were of help but one of the Staff remembered Shakespeare spoke of King Alfred flowers, and followed this clue successfully. The flowers proved to be a particularly showy species of daffodil.

ACQUISITION DEPARTMENT

This department functions behind the scenes in three ways and is closely linked with every other department of the Library. Ordering, receiving and distribution must go on more or less simultaneously and without cessation. The stoppage of any of these will eventually effect adversely the efficiency of the Library, for this work must precede the actual use of the books by the readers. This department supplies a continuous flow of material for classifying and cataloging to the Catalog Department to which it is most closely related on the bibliographic side in methods and records. The mechanical preparation of plating, pocketing and lettering new books and periodicals is done by the Bindery and Book Repair Department. On the side of expenditures it links directly with the bookkeeping in the Business Office. For book budgets there is immediate reference to the Librarian and in book selection to the Vice-Librarian and Librarian.

The change most affecting the work of the Acquisition Department, its scope and bulk, has been the budgeting during the past year of the book fund to Departments and Library agencies, together with the book selection by their respective Heads. Of necessity this has progressively increased the work almost one-half and that without corresponding help to meet conditions. This situation has not been without strain both on the work itself and the workers, whose loyal, utmost endeavor to meet the exigencies of a new policy requires mention. The resignation of Mrs. Gwendolyn Woodman withdrew an experienced assistant of ability.

In strengthening and building up the staff for efficiency, it is essential to have a minimum, fixed staff to carry on interlocking functions, without interruption. Continuity of assignment of auxiliary help is of paramount importance. Only such continuity can achieve each worker's development in responsibility and experience. This principle applies as well to all departments which handle volumes of detailed routine work.



A CORNER OF THE CHILDREN'S ROOM Electra C. Doren Branch

The Acquisition Department handled in the two years, the following printed materials:

	1936	1937
Gifts	858 vols.	614 vols.
Book purchases	20,952 vols.	20,232 vols.
Pamphlets, etc.	395	368
Periodical subscriptions	1,900	2,027
(includes gifts)		
Newspaper subscriptions	69	61
(includes gifts)		

In the Acquisition Department are housed the collection of books on Library Science and also the collection of new books established for the reading of the Staff, in order that all assistants may be conversant with these new titles and prepared for work with the public. In 1936, 5098 volumes were borrowed, and in 1937, 4430 for this staff reading. The increase in the working hours of the Staff undoubtedly had its effect in the lowered circulation, as has been found to be true elsewhere in the relationship of leisure to amount of reading.

CATALOG DEPARTMENT

During the two years covered by this report, in addition to its regular work, the Catalog Department has shelf listed and cataloged books to form part of the collections for the proposed Westwood and Belmont Branches; has transferred from one agency to another approximately 7,000 volumes and has cared for a collection of Croatian books given by the Croatian Woman's Club. Special attention has been given to Ohio and Dayton material. The latter has been classified and cataloged and many identities established by Miss Eva D. Edgerton.

Beginning with 1936, the Juvenile catalog and order work with Miss Maud L. Weller in charge was transferred to the

Main Catalog Department.

Much work for the Dayton Public Library and Museum has been done by the Works Progress Administration, which from the time of beginning library projects in December, 1936, has been under the supervision of Miss Virginia Hollingsworth, the Head of the Department. Among the projects either completed or under way are:

Daytoniana clipping file Short story index

Special holiday material index Young people's reading list General information clipping file

Book review indexing

Duplicate juvenile shelf list Brookville shelf list and catalog Collation of periodicals

Drama subject file Publicity lists multigraphed

Inventory of classed collections Dayton and Montgomery County Genealogical and Biographical index

Ohio Archaeological and Historical Society Publications index Typing of missing pages for books to be sent to the bindery Multigraphing of library forms and supplies

Information folders for juvenile department

The Electra C. Doren Branch Library, beginning the fall of 1937, has housed a citizenship class under the auspices of the Adult Federal Schools.

THE DAYTON PUBLIC LIBRARY MUSEUM

Special attention is called to the report of Dr. Sigmund Metzler, the loyal and devoted Educational Director of the Library Museum. The past two years have not been easy ones for the Museum Staff due to the death of Mr. Sanderson and the marriage and removal to Panama of Miss Selma Hermann. However, the interest of Mr. Robert Sagebiel in Mr. Sanderson's place and the successive Antioch College students who have helped as junior assistants, have kept the Museum on an even keel despite illnesses and mishaps. Few Museums do as fine a community service as ours on so small an outlay.

A LOOK AHEAD

In 1938 the Library celebrates ninety years of existence since the founding of the Dayton Library Asociation in 1848, fifty years since moving into the present Library Building and twenty-five years since the Flood of 1913. Such a combination of anniversaries is unusual and it is a happy omen that the Budget Commission, Messrs. Joseph A. Lutz, Chester A. Myers and Nicholas F. Nolan should take this year to show a special appreciation of the Library's problem by an increase of the annual appropriation from \$210,000 in 1936 and \$220,-000 in 1937 to \$275,000 for 1938. This is only \$30,000 less than the tax income of \$305,000 in 1928 and will permit bringing the service back to standard in many respects. Building repairs, new lighting and redecoration are much needed. Our book stock still needs much development for which more space and new shelving is badly needed at the aged Central Library, so over-crowded despite numerous additions made from time to time. Dayton's immediate need, however, is for branch library agencies in the Westwood and Belmont communities, and these the increased funds will make possible. There are also other neighborhoods in town, north, south and west which call for service developments.

OUR FRIENDS IN THE COMMUNITY

To our newspapers, the Dayton Herald, the Dayton Journal, the Dayton Daily News, we are grateful for their friendly interest in the Library and its community responsibilities. They have given the finest cooperation in reaching the public we serve together. To numerous other friends of the Library and Museum for constant thought and frequent contributions of books, periodicals, maps and other interesting items for the Institution in general, and especially for our growing collection of Daytoniana, we are likewise grateful.

THE BOARD - THE STAFF

The Librarian wishes to express to the Library Trustees his keen appreciation of their help and constant encouragement which have done so much to make his two years in Dayton such happy ones. And no report could be complete without a tribute to the loyalty, the intelligence and "community-mindedness" of the Staff which has made our service what it is. Whether it be the Reference Staff or Business Office, Catalog Department or the smallest School Branch, all alike show an "esprit de corps" which is a constant help and inspiration, and which is a very real tribute to the influence of former librarians.

WILLIAM J. HAMILTON Librarian

SUPPLEMENTARY TABLES

- 1. Volumes active by agency, 1936.
- 2. Volumes active by agency, 1937.
- 3. Volumes active by class, 1936-1937.
- 4. Twenty-five year record of the Dayton Public Library.
- 5. Circulation statistics, 1936.
- 6. Circulation statistics, 1937.
- 7. Library statistics, 1936-1937, arranged according to the A. L. A. form.
- 8. Gift and Endowment Funds.

VOLUMES ACTIVE BY AGENCY 1936

	ADULT REF.	ADULT CLASS	ADULT FICTION	TOTAL	JUVENILE	GRAND TOTAL
Central Library						
Main '	28,071	73,048	22,355	123,474	13,319	136,793
Stations	3,600	10,616	19,730	33,946	8,164	42,110
High School	565	2,760	1,231	4,556		4,556
Classroom			• • • •		15,509	15,509
One Day		• • • •	1,802	1,802	• • • •	1,802
Museum	96			96	412	108
Bookwagon	4	628	2,594	3,226	3,390	6,616
County BW.	52	1,038	2,195	3,285	3,563	6,848
Total	32,388	88,090	49,907	170,385	43,957	214,342
Regional Branch	es					
East	1,993	7.448	4,789	14,230	6,281	20,511
West	1,987	6,569	4,474	13,030	6,088	19,118
Electra C. Do	ren 823	4,057	4,059	8,939	5,522	14,461
Dayton View	684	3,648	4,696	9,028	5,552	14,580
Westwood	32	191	862	1,085	1,566	2,651
Total	5,519	21,913	18,880	46,312	25,009	71,321
School Branches						
Brown	335	1,236	1,935	3,506	4,679	8,185
Cleveland	389	964	1,646	2,999	4,424	7,423
Emerson	438	1,863	1,615	3,916	4,683	8,599
Jackson	313	682	1,073	2,068	3,526	5,594
Lincoln	303	1,219	1,963	3,485	4,094	7,579
Patterson	307	728	1,309	2,344	4,023	6,367
Whittier	360	850	1,007	2,217	3,878	6,095
Wogaman	295	669	1,065	2,029	3,419	5,448
Wright	329	1,146	1,835	3,310	4,050	7,360
Total	3,069	9,357	13,448	25,874	36,776	62,650
Medical	904	1,298		2,202	• • • •	2,202
Tot. Access.	41,880	120,658	82,235	244,773	105,742	350,515
Unaccessioned	1,659			1,659	• • • •	1,659
Grand Total	43,539	120,658	82,235	246,432	105,742	352,174

VOLUMES ACTIVE BY AGENCY

	ADULT REF.	ADULT CLASS	ADULT FICTION	TOTAL	JUVENILE	GRAND TOTAL
Central Library						
Main	29,361	76,104	23,131	128,596	13,576	142,172
Stations	3,711	10,974	19,730	34,415	7,818	42,233
High School	588	2,930	1,427	4,945	• • • •	4,945
Classroom		• • • •			14,789	14,789
One Day			1,143	1,143	• • • •	1,143
Museum	106			106	12	118
Bookwagon	5	738	2,964	3,707	3,574	7,281
County BW	50	1,134	2,591	3,775	3,833	7,608
Total	33,821	91,880	50,986	176,687	43,602	220,289
Regional Branch	es					
East .	2,020	7,338	5,188	14,546	6,236	20,782
West	2,017	6,620	4,718	13,355	6,333	19,688
Electra C. Doi	•	4,288	4,230	9,351	5,592	14,943
Dayton View	695	3,976	5,137	9,808	5,774	15,582
Westwood	32	192	864	1,088	1,566	2,654
Total	5,597	22,414	20,137	48,148	25,501	73,649
School Branches	,		•			
Brown	338	1,346	2,155	3,839	4,731	8,570
Cleveland	393	1,071	1,7,11	3,175	4,297	7,472
Emerson	441	1,905	1,614	3,960	4,689	8,649
Jackson	305	727	1,062	2,094	3,519	5,613
Lincoln	310	1,387	2,180	3,877	4,144	8,021
Patterson	312	801	1,299	2,412	4,114	6,526
Whittier	366	903	975	2,244	3,840	6,084
Wogaman	290	766	1,145	2,201	3,557	5,758
Wright	335	1,306	1,907	3,548	4,149	7,697
Total	3,090	10,212	14,048	27,350	37,040	64,390
Medical	904	1,298	• • • •	2,202	• • • •	2,202
Tot. Access.	43,412	125,804	85,171	254,387	106,143	360,530
Unaccessioned	1,593	86	• • • •	1,679	• • • •	1,679
Grand Total	45,005	125,890	85,171	256,066	106,143	362,209

VOLUMES ACTIVE BY CLASS

1936-1937

1936-1937						
	1936			;	1937	
	ADULT	JUVENILE	TOTAL	ADULT	JUVENILE	TOTAL
Classes					TOVENIED	.012
000 - General	6,797	1,545	8,342	7,024	1,625	8,649
050 - Periodicals	17,466	1,769	19,235	18,140	1,767	19,907
070 - Newspapers	s 12	•	12	12	-,	12
100 - Philosophy	5,082	199	5,281	5,309	200	5,509
200 - Religion	6,806	1,570	8,376	6,955	1,541	8,496
300 - Sociology	19,806	9,851	29,657	20,652	9,389	30,041
400 - Philology	864	88	952	913	89	1,002
500 - Natural	0.450	0.001	10.051			10.501
Science	6,453	6,201	12,654	6,643	6,078	12,721
600 - Useful Arts 700 - Fine Arts		5,483	22,405	17,632	5,718	23,350
	11,565	4,632	16,197	12,164	4,798	16,962
800 - Literature 900 - History	21,414 11,689	$15,318 \\ 7,323$	36,732	22,355	15,580	37,935
Travel	11,460	8,625	$19,012 \\ 20,085$	12,078 12,039	7,349 8,867	19,427 20,906
Maps	37	8,023 4	41	38	4	42
Biography	12,102	4.896	16,998	12,792	$4.92\overline{1}$	17,713
Picture Books	12,102	4,126	4,126	12,102	4,209	4,209
Dayton	619	2,120	621	768	2,200	770
Engl. for Foreig	n 114	_	114	liĭž	• -	iiž
French	763	8	771	774	10	784
German	3,865	318	4,183	3,889	318	4,207
Greek	15		15	15		15
Hungarian	820		820	816		816
Italian	13		13	22		22
Polish	765		765	762		762
Rumanian	_9		_9	10		10
Spanish	76		76	73		73
Yiddish	194		194	194		194
Croatian	•			28		28
Other Languages		2	11	10	2	12
Public Document Music	s 5,759 852		$5,759 \\ 852$	5,931 876		5,931 876
Music Curio	892 1		852	870		1
Dental	189		189	189		189
Delical			109	109		109
Total	162,538	71,960	234,498	169,216	72,467	241,683
Unaccessioned	1,659		1,659	1,679		1,679
Total Class	164,197	71,960	236,157	170,895	72,467	243,362
Fiction	82,235	,	•	Í	•	118,847
r ichon	04,400	00,102	116,017	85,171	00,010	110,041
GRAND TOTAL	246,432	105,742	352,174	256,066	106,143	362,209

TWENTY-FIVE YEAR RECORD OF THE DAYTON PUBLIC LIBRARY

YEAR ENDING Population	Library Maintenance	Books in	Registered	
	Expense	Library	Borrowers	
Aug. 31, 1912124,761	\$ 24,628.08			262,490
Aug. 31, 1913_128,467	30,136.86	•		145,449
Aug. 31, 1914_132,173	49,793.77	58,126	11,592	228,557
Aug. 31, 1915135,879	53,723.70	74,682	20,257	313,528
Aug. 31, 1916139,585	48,091.49	90,359	28,036	284,840
Aug. 31, 1917_143,292	46,450.92	99,088	29,900	347,174
Aug. 31, 1918146,999	49,421.77	109,535	27,535	393,053
Aug. 31, 1919154,706	52,507.68	114,955	37,660	387,380
Aug. 31, 1920152,559	69,750.16	121,168	45,425	366,645
Aug. 31, 1921158,119	81,918.56	122,027	21,900	383,907
Aug. 31, 1922161,824	113,786.08	127,118	24,334	397,159
Aug. 31, 1923165,530	124,566.87	144,268	22,609	396,833
Aug. 31, 1924169,236	140,558.04	152,173	27,190	505,631
Aug. 31, 1925172,942	165,776.64	172,380	28,988	569,179
Dec. 31, 1926177,000	161,587.43	180,649	35,022	623,855
Dec. 31, 1927180,700	203,521.54	201,396	38,491	651,336
Dec. 31, 1928184,500	230,321.27	227,969	42,571	925,900
Dec. 31, 1929188,353	247,964.81	252,674	50,126	1,108,718
Dec. 31, 1930200,982	255,679.39	277,044	58,150	1,407,523
Dec. 31, 1931200,982	271,686.62	300,396	63,975	1,715,411
Dec. 31, 1932200,982	221,589.23	308,668	67,318	1,821,455
Dec. 31, 1933200,982	222,447.88	322,473	68,772	1,816,086
Dec. 31, 1934200,982	198,913.27	333,429	66,965	1,720,219
Dec. 31, 1935200,982	195,730.46	343,349	65,904	1,643,674
Dec. 31, 1936200,982	214,607.33	352,174		1,491,394
Dec. 31, 1937255,982*	* 221,171.00	362,209	66,270	1,475,383

^{*}Count after Flood

^{** 55,000} Population served in County

CIRCULATION STATISTICS

	ADULT CLASS	ADULT FICTION	TOTAL ADULT	JUVENILE	GRAND TOTAL
Main					
Main Circ. High School	147,264 12,347	246,927 11,377	394,191 23,724	42,418	436,609 23,724
Y.M.C.A., N.C. M.C.E.S.	R., 3,758	3,495	7,253		7,253
Misc. Stations	699	1,089	1,788	481	2,269
Brookville	69	1,061	1,130	267	1,397
Total	164,137	263,949	428,086	43,166	471,252
Regional Branche	es				
East	15,514	32,303	47,817	26,056	73,873
West	12,662	29,226	41,888	30,108	71,996
E. C. Doren Dayton View	13,260 27,609	26,939 62,332	40,199 89,941	29,450 32,241	69,649 122,182
Total	69,045	150,800	219,845	117,855	337,700
2000	00,010	200,000		111,000	551,100
School Branches				v*	
Brown	13,802	22,131	35,933	21,486	57,419
Cleveland	10,067	22,573	32,640	29,282	61,922
Emerson	11,384	16,166	27,550	33,512	61,062
Jackson Lincoln	$3,250 \\ 13,372$	8,612 $26,566$	11,862 39,938	$14,124 \\ 26,219$	25,986 66,157
Patterson	7,038	17,197	24,235	23,691	47,926
Whittier	3,200	11,786	14,986	15,422	30,408
Wogaman	4,897	9,146	14,043	17,320	31,363
Wright	9,864	17,606	27,470	26,860	54,330
Total	76,874	151,783	228,657	207,916	436,573
Bookwagon					
City	22,553	47,452	70,005	80,395	150,400
County	1,173	7,073	8,246	2,590	10,836
Total	23,726	54,525	78,251	82,985	161,236
Medical	327	• • • •	327	• • • •	327
Total	334,109	621,057	955,166	451,922	1,407,088
Classroom			• • • •	84,306	84,306
GRAND TOTAL	334,109	621,057	955,166	536,228	1,491,394

CIRCULATION STATISTICS

•					
	ADALT CLASS	ADULT FICTION	TOTAL ADULT	JUVENILE	GRAND TOTAL
Main					
Main Circ. High School Y.M.C.A., N.C	139,2 7 2 13,232	214,157 10,918	353,429 24,150	46,567	399,996 24,150
M.C.E.S. Misc. Stations Brookville	2,755 664 57	2,626 1,013 3,701	5,381 1,677 3,758	18 1,339 759	5,399 3,016 4,517
Total	155,980	232,415	388,395	48,683	437,078
Regional Branche	es				•
East West E. C. Doren Dayton View	16,944 13,175 15,271 28,091	37,627 30,772 24,637 57,673	54,571 43,947 39,908 85,764	27,079 30,879 27,790 33,085	81,650 74,826 67,698 118,849
Total	73,481	150,709	224,190	118,833	343,023
School Branches					
Brown Cleveland Emerson Jackson Lincoln Patterson Whittier Wogaman Wright	13,704 10,967 9,564 3,387 12,832 8,076 4,032 5,127 10,771	18,937 19,863 14,953 7,241 23,713 14,162 9,570 7,353 14,684	32,641 30,830 24,517 10,628 36,545 22,238 13,602 12,480 25,455	25,427 36,535 30,047 19,637 28,910 24,902 22,244 20,032 30,299	58,068 67,365 54,564 30,265 65,455 47,140 35,846 32,512 55,754
Total	78,460	130,476	208,936	238,033	446,969
Bookwagon					
City County	19,183 3,738	36,545 18,808	55,728 22,546	79,446 10,043	135,174 32,589
Total	22,921	55,353	78,274	89,489	167,763
Medical	221	• • • •	221	• • • •	221
Total	331,063	568,953	900,016	495,038	1,395,054
Classroom	• • • •	••••	••••	80,329	80,329
GRAND TOTAL	331,063	568,953	900,016	575,367	1,475,383

LIBRARY STATISTICS, 1936-1937

ARRANGED ACCORDING TO THE FORM RECOMMENDED BY THE AMERICAN LIBRARY ASSOCIATION

Annual Reports for the years ending December 31, 1936 and 1937.

Dayton Public Library and Museum.

Dayton, Ohio.

Librarian, William J. Hamilton Date appointed, Feb. 1, 1936 Date of founding, 1860. (Merger of 1847 and 1855 establishments.)

Population served, 255,982 (City 200,982; County 55,000) (U. S. Census 1930.)

Terms of use, Free for lending and reference.

Number of days open during 1937 (Central Library) 346, (306 days for lending.)

Holidays closed: New Year's Day, Washington's Birthday*, Memorial Day, Independence Day, Labor Day, Thanksgiving and Christmas.

*Open for reference and reading only.

Hours of opening (Central Library): daily, 9:00 A. M. to 9:00 P. M.; Sunday, 2:00-6:00; Holidays, 2:00-6:00; total for week for lending, 72; for reading and study, 76.

AGENCIES

Total number of agencies 1937 (including Central Library), 569.

Branches and sub-branches, 14.

Number according to housing: in library buildings, 4; other, 10.

Number by type: general service, 4; junior high school, 3 (serving public also); elementary school, 6 (serving public also); other, 1.

Stations and other agencies, 554.

Industrial, 1; Fire stations, 3; Community centers, 3; 485 Classroom libraries in 74 school buildings; Bookwagon, 53; Other, 9.

REGISTRATION

	1936	1937
Total number of registered borrower	s	
Adult	43,289	43,156
Juvenile	22,335	23,114
Total	65,624	66,270
Number of borrowers registered dur year, including new and re-registere	ring d	
Adult	13,516	13,787
Juvenile	7,538	7,444
Total	21,054	21,231
Registration period Per cent of population registered	3 years	4 years
as borrowers	32.6	25.88
as borrowers Non-resident borrowers registered		
(County)	2035	5025
(Non-county)	250	349
USE		
No. of volumes lent for home use:		
Adult non-fiction	334,109	331,063
Adult fiction	621,057	568,953
Total Juvenile	536,228	575,367
	1,491,394	1,475,383
Circulation per capita	7.42	5.763
Circulation per registered		
borrower	22.726	22.26
Circulation per library employee		
(ommitting bindery, janiforial		
	11,651.5	11,093.1
Turnover of book stock	4.23	4.073
Period of loan for majority of adul		2.010
book stock	14 days	14 days
Number of inter-library loans	14 days	14 days
Volumes borrowed from other		
libraries	43	17
Volumes lent to other libraries		51
	90	
Additional circulation: pictures	4182	3356
Slides	3821	1979
Number of story hours held during	•	78
Average attendance at each story l	nour 49	47.1

BOOK ST	юск	
	1936	1937
Number of volumes at		
beginning of year	343,349	352,174
Number of volumes added		•
during year		22,626
Total	364,942	374,800
Number of volumes lost or without		
year	12,768	1 2, 5 91
Total number of volumes at end		
year	352,174	362,209
Total number of reference volume	es (included	
in above)Number of volumes per capita	47,672	48,724
Number of volumes per capita	1.752	1.4149
Per registered borrower	5.366	5.465
Number of newspapers currently	received:	
Titles excluding duplicates	40	37
Titles excluding duplicates Duplicate titles Number of periodicals, exclusive	69	61
Number of periodicals, exclusive	of newspapers,	
currently received;	eco	007
Titles excluding duplicates		687
Duplicate titles	1900	2027
FINAN	CE	
GIFT AND ENDOWMENT FU	NDS	
BALANCE ON HAND, I	DECEMBER 31,	1937
C. R. Gilmore Memorial Book Fu	ınd	\$1,308.15
Miscellaneous Book Endowment	Fund	225.78
Library for Blind Fund		79.54
Library for Blind Fund Employees' Pension Fund	•	4,304.36
Miscellaneous Book Gift Fund		35.44
Museum Gift Fund		1.00
	1936	1937
RECEIPTS FROM	1000	1001
Local taxation \$	209 828 58	\$225,597.50
State grants	400.00	1,600.00
Income from endowment and		1,000.00
invested funds	6.92	7.71
Gifts	15.00	141.48
Fines, fees, memberships, etc		9,133.11
Rental (One Day Collection	. 1,000.00	1,074.46
Tremai (One Day Conection	1 1 440 34	
Interest on denosits		
Interest on deposits	37.24	22.52
Interest on deposits Other sources		

PAYMENTS FOR LIBRARY

Operating Expenses		
	1936	19 37
Salaries: Library staff \$1	46,249.34	\$154,234.76
	29,015.08	28,790.04
Periodicals	3,910.68	3,802.74
Binding and rebinding	6,524.81	5,342.35
Supplies, stationery,	5,5	0,012.00
printing, etc.	4,121.70	4,133.82
	express,	-,
motor vehicle operation	2,361.43	2,714.44
	10,581.14	11,544.20
Cleaning supplies		
and equipment	438.52	368.18
Repairs, minor alterations, fur		000.20
equipment	3,660.52	4,591.71
Heat, light, power, water	4,959.38	5,475.92
Insurance	930.67	182.32
Other items,	1,854.06	991.39
Outer recital,		
Total Operating Expenses \$2	14.607.33	\$222,171.87
Total Operating Emperiors 42	- 1,007.00	4-22 ,212.01
PAYMENTS FOR MUSEUM		
Operating Expenses		
	1936	1937
Salaries	\$4,559.57	\$3,592.44
Books	23.60	3.94
Periodicals	7.20	8.78
Binding and rebinding		4.65
Supplies, stationery,		
Supplies, stationery, printing, etc.	49.22	83.00
Telephone, postage, freight, e	xpress.	
motor vehicle operation	40.76	24.15
Salaries: Janitors	300.00	300.00
Cleaning supplies and		
cleaning equipment	5.42	24.81
Repairs, minor alterations, fu	rniture.	
equipment	152.83	415.81
Heat, light, power, water	505.47	547.69
Insurance	141.76	9.29
Other	183.89	47.23
TOTAL	\$5,969.72	\$5,061.79
	• •	• •
Operating Expenses:	ሰ1 ሰብ	# 0 <i>07</i> 0 /T :1. \
Per capita	\$1.067	\$.8679 (Lib.)
Per registered borrower	\$ 3.27	.0197 (Mus.) \$3.352
rer registered porrower	φ 3.21	φυ.ουΔ

THE UNIVERSITY OF MICHIGAN GRADUATE LIBRARY

DATE DUE

ONE WEEK

BOOK CARD DO NOT REMOVE

A Charge will be made

if this card is mutilated

or not returned

with the book

THE UNIVERSITY OF MICHIGAN ANN ARBOR, MICHIGAN

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The DAYTON PUBLIC LIBRARY and MUSEUM

78th and 79th ANNUAL REPORTS 1938 - 1939

DAYTON, OHIO





DAYTON PUBLIC LIBRARY & MUSEUM 1939

Cost of Library Circulation and Reference Work
Per capita of population \$1.07



Value of books read per capita of population 688 volumes per capita at \$2 per volume \$13.76



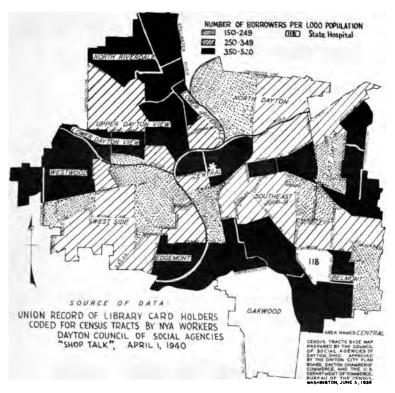
Value of books read by each registered cardholder 24.7 volumes per cardholder at \$2 per volume \$49.25 \$10\$ \$10\$ \$10\$



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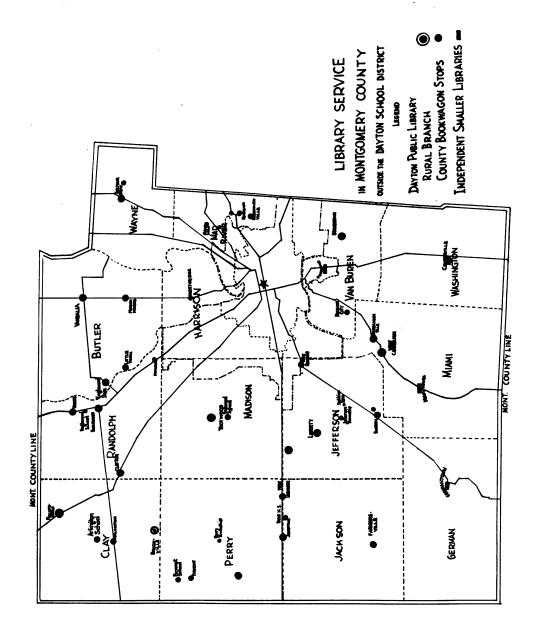
IT COSTS NOTHING TO GET A CARD

DAYTON PUBLIC LIBRARY BORROWERS BY CENSUS TRACTS



WHERE BORROWERS LIVE	TOTAL NUMBER 242	BORROWERS, NUMBER PER 1,000 POP.	AD NUMBER 207	NUMBER PER 1,000 POP.
TOTAL COUNTY	71,639	275	37,994	177
DAYTON OAKWOOD HARRISON TWP. JEFFERSON TWP. MADISON TWP. MAD RIVER TWP. MIAMI TWP. VAN BUREN TWP. 8 OTHER TWPS. UNKNOWN	59,122 2,414 1,560 616 1,090 340 543 808 4,344 802	321 402 156 62 140 70 44 123 181	30,353 1,587 880 241 436 81 275 560 3,222 359	488 316 109 32 69 21 28 108 166

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•		



The DAYTON PUBLIC LIBRARY and MUSEUM

78th and 79th ANNUAL REPORTS 1938 - 1939

DAYTON, OHIO



WESTWOOD BRANCH LIBRARY, 3207 HOOVER AVE. OPENED NOV. 30, 1938

BOARD OF TRUSTEES DAYTON PUBLIC LIBRARY AND MUSEUM

Robert G. Corwin	April 15, President	1937-November	20,	1943
Mrs. A. F. Shepherd	December 12, Vice-President	•	20,	1946
Daniel Blau	November 20,	1924-November	20,	1945
Roy G. Fitzgerald	July 8, October 28,	1915-November 1937-November	20, 20,	1924 1940
Perle L. Sagebiel	November 20,	1934-November	20,	1941
J. G. C. Schenck	November 20,	1921-November	20,	1942
Frank D. Slutz	February 18,	1926-November	20,	1944

William J. Hamilton, Librarian Secretary-Treasurer of Board

Library Directory

MAIN LIBRARY

215 East Third Street

Telephone ADams 6281

Open Week Days 9:00 a. m. to 9:00 p. m. Open Sundays 2:00 p. m. to 6:00 p. m.

COMMUNITY BRANCH LIBRARIES

Open daily except Fridays and Sundays 12:00 to 8:30 p. m. (Westwood closed Wednesdays also)

East Carnegie Branch Library
Esther Kelly, Librarian

West Carnegie Branch Library
Clytie E. Strahler, Librarian

Electra C. Doren Branch Library
Marie Amna Newberry, Librarian

Dayton View Branch Library
Helen Haug, Librarian

Westwood Branch Library

**Ethel Else, Librarian

Doris Fuge, Acting Librarian

2160 East Fifth Street
Telephone MAdison 4011
1612 West Fifth Street
Telephone HEmlock 2651
701 Troy Street
Telephone FUlton 8681
1515 Salem Avenue
Telephone RAndolph 1721
3207 Hoover Avenue
Telephone FUlton 6282

SCHOOL BRANCH LIBRARIES AND LIBRARIANS

Brown	Mrs. Janice D. Bach Tuesdays and Fridays	Parkwood Drive
Cleveland	Cecilia E. Schoff Mondays and Thursdays	Pursell Avenue
Emerson .	Doris Fuge, 1939 Mrs. Margaret Moore, 1940 Tuesdays and Fridays	Hickory Street
Jackson	Naomi Roof Wednesdays	Abbey Avenue
Lincoln	Elizabeth Faries, 1939 Marjorie E. Shupe, 1940 Mondays and Thursdays	Nassau Street

Patterson Louise Turpin, 1939 Wyoming Street

Pauline L. Guscott, 1940

Tuesdays and Fridays

Whittier Mrs. Carolyn Conrad Miami Chapel Road

Wednesdays

Wogaman Esther E. Nichols, 1939 Germantown Street

Rose E. Kunkler, Acting Librarian, 1940

Wednesdays

Wilbur Wright Mildred S. Kalheim Discontinued July, 1940 Mondays, Tuesdays, Wednesdays, Thursdays, Fridays.

BOOKWAGONS

Helen M. Tattershall, Head

City and County Service

MEDICAL LIBRARY

Mildred Jeffrey, Librarian Fidelity Building Open Week Days 9:∞ a.m. to 5:∞ p.m. Telephone ADams 5311

MUSEUM

Main Library Annex, Second Floor Telephone ADams 6281 Open Week Days 9:∞ a.m. to 5:∞ p.m.; Sundays 2:∞ - 5:∞

> SIGMUND METZLER, Director Emeritus KENNETH N. DEAROLF, Educational Director

Dayton Public Library and Museum Staff

	7.1
William J. Hamilton	Librarian oren, Vice Librarian
*Elizabeth B. Do	oren, Vice Librarian
and Head Acqu	isition Department
DEPARTMENT HEADS A	ND COMMUNITY BRANCH
I IRR	ARIANS
Frederick H Cook	ARIANSReference and Technology
**Ethel Floe	Westwood Branch
Ignet I Hannaford	Main Library Circulation
Helen Haug	Dayton View Branch
**Edith Hoborn	Business Office
Virginia Hollingsworth	Catalog
Martha Ann Iones Invenile Ord	ler, Main Library Children's Room
Mrs Crace C Kentor Tr	aining Class, First Floor Reference
Fether Kelly	Fast Carnegie Branch
Mrs Mildred A Linckey	East Carnegie Branches Supervisor, School Branches
Mrs Alice K Neibel	Shelf
Marie Amna Newberry	Electra C. Doren Branch
Mrs Thesel H Sims	Business Office
Ruth Stein	High School
Clytic F Strabler	West Carnegie Branch
Helen M Tattershall	West Carnegie Branch Bookwagon Supervisor, Juvenile Catalog
*Mand I. Weller	Supervisor Invenile Catalog
	NT SENIORS
Carrie Bench	Catalog
	Catalog
Eva D. Edgerton	Catalóg
Jane E. Errett	Catalog
Evalan Fischer	Dayton View Branch
Doris H. FugeEmers	on Branch, First Floor Reference
	Branch, Main Library Circulation
Mary E. Hendricks	Westwood Branch
Anne L. Jones	West Carnegie Branch
Mildred S. Kalheim	West Carnegie Branch Wilbur Wright Branch
Louise D. Kulamer	Electra C. Doren Branch
Maude S. Miles	Main Library Circulation
Mrs. Margaret R. Moore Emerse	on Branch, Main Children's Room
*Helen Pearson	Reference and Technology on leave.
*Part time. **Absent	on leave.
	0

Mrs. Jessie A. Price	Reference and Technology
Marjorie E. ShupeLincoln I	Branch, Main Library Circulation
Pauline E. Simmons	
Main Library	Circulation
Suzanne Starr	
Mildred T. Stibitz	First Floor Reference
Catharine E. Suber	Bookwagon
Alice L. Wing	

SENIOR ASSISTANTS

Mrs. Janice D. Bach
Mrs. Eliza P. Coleman
Ida E. Davis
*Mrs. Dorothy P. Eaton
Mrs. Lenore R. Falknor
Elizabeth Faries
Mrs. Elisabeth H. Friermood
Edith F. Glocker
Amanda L. Hay
Mrs. Edith M. Hendricks
Clara E. Hueffelman
Frederick W. Kabel
Louis W. Keyer

Mrs. Lula Z. Mandelaris
Elizabeth Miller
Esther E. Nichols
Mrs. Marie N. Rasey
Mrs. Helen B. Ruse
Cecilia E. Schoff
**Mildred Schull
Nora Shearer
*Mrs. Hester M. Snyder
Ellen L. Strahler
Goldie L. Tilman
Louise Turpin
Alice M. Weaver

JUNIOR ASSISTANTS

Edward C. Colby Mrs. Carolyn Conrad Robert D. Fisher *Louise M. Gleim Mrs. Jane M. Herron **James McTaggart Lily Nelson Dorothy L. Sanford Mrs. Bonita K. Scott Mrs. Ruth G. Walden

Mrs. Mary H. Wimmers

LIBRARY AIDS

*Grace M. Altick
**Katharine Angst
Margaret E. Beebe
Mrs. Susie N. Bilger
Margaret Bisset
Edith L. Blore
*Martha Ann Bucher
George Burkhardt
Margaret Calvert
Sylvia Cline
Rose E. Cowley
Doris Daniels
Elizabeth Drake

Mrs. Leona S. Drillette
Doris Ferst
Audrey Fox
Mrs. Alice B. Gulledge
Carl W. Hamilton
Mrs. Mildred G. Hankins
James Hillard
Katharine Houser
Betty Lou James
Margaret Jergens
Rose E. Kunkler
Martha E. Lentz
**Eleanor Meyer

Charlotte Moore Mariana Morris **Barbara Morse Ruth Pennington Naomi Roof

Cecilia A. Rohrkemper Margaret Schroy Sylvia Scott

Mrs. Margaret B. Stahl Mrs. Goldie M. Stauter

**Eleanor Stibitz Elisabeth Stogsdill Edith K. Stork **Verva G. Tobias **Helen Ver

**Helen Ver Vivian Way Dorothy Wenzel Mary G. Williams *Patricia Woodall Mrs. Mildred H. Young

CLERICAL AIDS

Richard Abele

Kathryn Besanceney

E. LaVerne Eagle
Arthur Havens
Dale C. Henry
Mrs. Winona L. Jones

George Konen, Jr.

*Doris Meyer
Mrs. Ruth G. Nafe
Mrs. Dorothy F. Rappold
Mary Rudzinski
Elsie Steinbruegge

Dorothy Van Dyke

BOOKMENDERS

Carrie E. Toedte, Head
Annie Cavender
Mrs. Edna M. Ganger
G. Lillian Horn
Anna K. Kuntz
Mrs. Irena B. Mitchell
Mrs. Margaret M. Selz
Laura E. Senne

Mrs. Anna C. Kauflin

Mrs. Pauline S. Von Freiberg

Mary E. Keber Bertha C. Walter
Mrs. Mary Knaub Mary A. Wittman

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MEDICAL LIBRARY

Mildred E. Jeffrey Montgomery County Medical Society

MUSEUM

Sigmund Metzler, Director Emeritus

Kenneth N. Dearolf, Educational Director

Robert Sagebiel, Assistant

*John T. Wood, *G. Saunders Goehring, Junior Assistants

BUILDING CARE

William L. Winfield, Building Superintendent

*Mrs. Gertrude M. Gebhart
Charles O. High
Norman H. High
William Lause
William H. Runyon
Lee R. Long
Joseph Toedte

FOREWORD

Can a form of government and a way of life, in which the basic decisions are made by the people themselves, in their own interest, and after discussion and reflection, survive in competition with a form of government and a way of life in which the basic decisions are made in secret by a single will? This was the question recently propounded by the President of the United States to an assembly of scientists. In an era when self government is fast disappearing from the face of the earth the answer of America will affect the future course of civilization. If there be one purpose in which our people are singularly and obviously united it is this: that we shall preserve and promote that mode of self-management which has come to us out of the past as our common heritage. But no matter how firm that determination may be, our destiny will depend upon the individual capacity of our citizens to cope with the competition of dictatorships, whose efficiency, at the cost of liberty, must be confessed.

In developing such capacity the part which the Public Library can play is incalculable. To reach the right decision after discussion and deliberation involves access to information where any viewpoint can be impartially obtained. Much of our annual income pays the price of preparation through education to engage in our common adventure in the pursuit of happiness. Only about five cents of every dollar so spent meets the maintenance of the free libraries of the land, this great reservoir of knowledge, which in the course of time has become a unique and invaluable institution. Their importance in the life and fortune of our country is out of all proportion to their cost. It is with the hope that the following report will convey some slight measure of the meaning of our local library to the community it serves that this pamphlet has been printed.

Statistics, especially when embodied in abstruse figures, are apt to be dull and difficult to evaluate. If you, who read our report, and we trust your number may be many, will try to dramatize its contents, you may find them as interesting and surprising as they may make themselves mean. For instance in the year 1939, the Dayton Public Library owned a few less than four hundred thousand volumes. If these books were placed side by side, shelf-wise in a single row, they would reach from our Main building in Cooper Park to Miamisburg. On an average each of these volumes found its way, temporarily, four times at least into the homes of

the county and if the one million seven hundred and sixty thousand books borrowed were likewise stacked side by side their line would extend over a distance of forty miles. Seventy thousand regularly registered borrowers might represent one for every family in the county. Unfortunately, the goal has not been reached and our little book friends haven't been welcomed into every household. But each of our listed borrowers, again on the average, used twenty-five books, two a month throughout the year and their reading cost our residents one dollar and seven cents per capita. Isn't this extraordinary and inexpensive education? Libraries have sometimes been said to offer pleasant recreation for leisure time. But a study of the character of our circulation discloses the fact that a large majority of the books read were of a most substantial sort. It is also worthy of note that, on the average again, every school child in the county supplemented its class work by at least a dozen volumes during the year. These rough figures are all the more significant when it is considered that there are in the county a number of smaller free libraries which are not a part of our Dayton system.

During recent years, it has been the practice of the Dayton Public Library to render a biennial account of its activities, its progress and its prospects. Since the last report was published we have opened a new branch at Westwood, which has experienced a remarkable reception in an appreciative community. Besides the Main Library, there are now five large branch buildings in different parts of Dayton, nine branches located in the public schools and several smaller depositories. It is through all these stations, and two bookwagons constantly visiting scheduled stopping places throughout the city and county, that the Library makes its service more accessible. In order to relieve the serious congestion in the main quarters, the Board has leased a large building at the corner of Second Street and Patterson Boulevard. This, remodeled with WPA assistance, will soon house our Bookwagon Department, as well as our Museum, affording the latter a greatly improved opportunity for exhibiting its fine collection and facilitating its work in promoting study of the natural sciences.

In a foreword written in behalf of the Board of Trustees it is surely proper to acknowledge the obligation which the public owes to the devoted Library Staff and especially to the capable Head of the organization. Through their diligent efforts and with the sympathetic support of our County Budget Commission and the Public, the Library has grown healthily in size and in circulation. It is the aspiration of everyone connected with the institution that its facilities may be used to the utmost by all of the people of the county, its owners and constituents, to the end that it may fully fulfill its mission, contributing its part in assuring the continued enjoyment of the blessings of democracy.

ROBERT G. CORWIN,
President, Dayton Public Library Board of Trustees.

Report of the Library Museum

1938 - 1939

The growth of the exhibit collections of the Public Library Museum and the Museum's influence in the community has been striking, even though the recorded attendance has not been as heavy in the past two years as formerly. Better economic conditions and consequent less spare time has affected museum visitors as it has affected library book circulation, the peak being reached in 1933 with 37,687 visitors. During 1938 there were 30,816 visitors and in 1939, visitors numbered 22,368.

This smaller attendance, however, does not indicate any slackening of duties, as the continuous care of exhibits, preparing lecture schedules, making contacts with club leaders and schools, is a heavier drain on time resources than simply greeting visitors. The scope of this work and the appreciation with which it has been received is indicated in later paragraphs.

STAFF

In addition to the fine stimulus obtained from Mr. Kenneth N. Dearolf, who joined the Museum Staff as Assistant Director in August, 1938, the Staff has recently been increased by two Cooperative Students from Antioch College, Yellow Springs, Ohio. Their serious and willing spirit has been a definite help in performing a great many Museum duties. The Museum wishes to express its appreciation to Mr. Gilbert Corwin for his volunteer assistance during the summer of 1939 in classifying certain fossils and his help in educational work with children's groups.

During most of this period several WPA assistants gave much help in general cleaning, repairing and mounting specimens. Then too, WPA typists in the Museum gave valuable help in creating a card catalog index to the natural history magazines. A Donors File of gifts to the Museum was also prepared.

EQUIPMENT AND PUBLICATIONS

In September, 1938, space was made in the Museum for a closed work room with a sink and shelves. Here are the books, files, slide cabinet, desks and other equipment. The next year a section was converted into a photographic dark room.

A Leica miniature camera (35mm film) was purchased in August of 1939 in order that the Museum could make its own lantern slides in black and white and in color for lecture purposes and for lending to teachers. These smaller 2-in. x 2-in. slides will gradually replace the larger 31/4-in. x 4-in. lantern slides.

In the fall of 1939, it was decided to purchase a microscope for the Museum and a reconditioned well equipped Leitz instrument was ordered. This was received and put into use early in 1940.

The Museum's publications for this period consisted of 12 issues of the bi-monthly bulletin "Museum Notes," lecture programs, nature walk schedules, 34 special bulletins and six informative leaflets for teachers and visitors.

EXHIBITS

There has been a special effort to develop displays of live fauna and to study methods of preserving them in good health. This has attracted much interest among visitors, but as yet has been largely restricted to reptiles, insects and amphibia, with mammals or birds not being handled.

On seven occasions (two in 1938 and five in 1939), the Museum has made special exhibits, either of material recently acquired or through rearrangements of material of timely interest.

During this period the exhibits were essentially unchanged except for minor rearrangements and seasonal live animal and wild flower additions and substitutions. Periodically the cases were completely cleaned and new backgrounds prepared. The tall bird cases were placed in pairs to make room for a Mineral Fluorescent Exhibit, installed in October, 1939, which has proved to be one of the most beautiful and popular in the Museum. Rearrangement of a few table cases and of the displays of larger mammals was necessitated by space requirements for a work room.

Outside its doors the Museum has had opportunity to place exhibits in the showcases of clubs, schools and libraries. In 1938, 17 exhibits were installed in five localities, and in 1939, 40 were arranged in eight localities.

LECTURES, LOANS, SLIDES, AND NATURE WALKS

Lectures were given by the Museum Staff to various types of organizations both in the Museum and outside. The only scheduled lecture series were those held in the Museum every Sunday from October through April both years. During this same period, talks for children were held on Saturdays in the East and West Carnegie Branches of the Library. Other talks were given at the request of some class or organization.

	Lectures in		Lectures		Total	Total
Year	Museum	Attendance	Outside	Attendance	Lectures	Attendance
1938	115	4724	39	² 975	¹ 54	7699
1939	91	4126	67	2958	158	7084

In 1938, one set of nine loan collections was available for any teacher calling for them. Beginning in 1939, two duplicate sets were available, one for use in the city schools was distributed by the Department of Visual Education of the Dayton School District. The other set available in September, 1939, for use in the schools outside the city, must be called for at the Museum. In 1938 there were 31 such loans made in Dayton and four in the county, while in 1939, 36 loans for the county were recorded and 252 city loans (up to the end of the semester, January 31, 1940).

One thousand lantern slides illustrating 17 subjects are available for loan. In 1938, 15 loans of 558 slides were made and in 1939, 14 loans of 540 slides.

In 1939 from May through September a series of 13 informal Nature Walks were held on Saturday mornings and were attended by a total of 200 persons. The chief purpose of the Walks was to acquaint the public with the names of the common wild flowers, trees, weeds, insects, birds, snakes and mammals about Dayton.

GIFTS FROM FRIENDS

During 1938 there were 26 specimens or collections presented to the Museum. Increased interest is shown by the fact that there were 65 such gifts in 1939. We should mention particularly the gift from Mr. B. B. Thresher in June, 1939, of ethnological, botanical and mineral specimens from China, Egypt and South America. Another interesting botanical collection was given us in October, 1939, by Mr. Charles Cotterman.

A NEW LOCATION AND FUTURE DEVELOPMENTS

The Library Board of Trustees and the Museum Staff have given much thought to the problem of providing more space and greater accessibility to the Museum. Early in 1939 the Board authorized Mr. Harold Madison, of the Cleveland Museum of Natural History, to make a careful study and report on the prospective cost of converting to Museum use the Gorman house at First and Perry Streets, and finally decided against this project.

The decision to move the Museum to the remodeled Roberts Building at Patterson Boulevard and Second Street presents an opportunity to increase the facilities and services of the Museum as well as to better organize the collections and exhibits. It will call for a detailed study and the preparation of plans for future development.

SIGMUND METZLER,
Director Emeritus.

Report of the Librarian

TO THE BOARD OF TRUSTEES OF THE DAYTON PUBLIC LIBRARY AND MUSEUM:

I have the honor to submit herewith the seventy-eighth and seventy-ninth annual reports of the Dayton Public Library covering the years 1938-1939.

On February 20, 1938, the Dayton Public Library and Museum celebrated the 25th year since the disastrous flood of 1913, its 50th year in its present building, and its 90th anniversary of its founding, with a reception and open house which was attended by 400 citizens. A small booklet giving some basic facts was published for distribution. At this same time, six beautiful murals, the work of Robert J. Smith, a Dayton artist, were placed in the West Reading Room. These are entitled "Music," "Philosophy," "Poetry," "Prose," "Science" and "Sculpture, Architecture, Painting."

CHANGES IN LIBRARY BOARD AND STAFF

During this period the terms of Mrs. A. F. Shepherd and Daniel Blau expired and each was reappointed. Mrs. Shepherd continues to serve as Vice President of the Board.

Through death the Staff lost two of its valued members, Miss Clara Wiedmann on August 24, 1939, after eighteen years of service and Mrs. Eliza T. Ramsay on September 29, 1939, after eleven years of service. Each had served in a variety of capacities. Miss Mary M. Owen, a former staff member, died August 1, 1939.

On January 1, 1939, Miss Mary E. Althoff retired. Her fifty years of valuable service in the Library had been marked August 30, 1936, by a public reception given by the Library Board and the Staff in her honor. Her impress upon the Library and the community will long be felt. On October 1, 1939, Miss Theresa C. Walter, Head of the Bindery, retired after thirty-five years of devoted service in various positions, including early branch library work. Her work in rescuing and restoring volumes damaged in the flood of 1913 was outstanding.

Miss Lillian Van Harlingen resigned to become Executive Secretary of the Library of Ohio State University, and Miss Marie L. Koeker to become the Librarian of the Engineers Club of Dayton. In all there were 34 resignations from the Staff, 13 in 1938 and 21 in 1939. Miss Esther E. Nichols and Mrs. Dorothy Greene O'Hara had given loyal service to the Library for fifteen years, while six others had been with the Library for twelve years, Miss Helen Allison, Mesdames Orletta Rose Goble, Audrey Lechner Keyer, Florence Rench Smith, Ruth Kabel Sutherland and Juanita Murlin Warner. Three resigning were Department Seniors, four were Senior Assistants and 27 were of the grade of Junior Assistant or below. Six members of the Staff are on leave of absence for study. Miss Jane E. Errett was given leave to serve for three months in 1938 as Assistant Secretary of the New Hampshire Public Library Commission.

In preparation for the opening of Westwood Branch, Miss Ethel Else was added to the Staff after a varied experience in other libraries. Miss Esther Kelly has become the Branch Librarian of East Carnegie Branch. Other library school graduates with experience elsewhere have recently been added to the Staff—Misses Pauline L. Guscott, Marjorie E. Shupe, Pauline E. Simmons and Alice L. Wing, while Misses Evalan Fischer and Edith F. Glocker came upon completion of their library school training. Four of the Staff, Misses Mary P. Hendricks, Esther E. Nichols, Clytie E. Strahler and Catharine E. Suber obtained their library school degrees. Misses Anne Louise Jones and Mildred T. Stibitz attended the Library Institute at the University of Chicago in the summer of 1938. Through the Training Classes of 1938-1939, 24 young men and women were prepared for the service of the Library.

STAFF PENSIONS AND HOSPITALIZATION PLANS

The State Employes Retirement System which has been in effect since 1934 and has proved most satisfactory, was extended by legislative statute to cover Public Library employes as of July 1, 1938, and is now known as the Public Employes Retirement System.

Group Hospital Insurance which had been a matter of interest for several years to the Staff, was made possible by the Library Board authorizing salary deductions, when the Hospital Care Corporation announced the opening of its service September 15, 1939. A group of 61 members was formed to join as of October 15, 1939, and two members of the Staff have used it in the short time it has been in operation.



INTERIOR, WESTWOOD BRANCH Looking Into Children's Corner

PROFESSIONAL ACTIVITIES—NATIONAL, STATE, LOCAL

Forty-four members of the Staff belong to the American Library Association and 123 are members of the Ohio Library Association. In 1938 four attended the A. L. A. conference in Kansas City, and in 1939 four went to the San Francisco conference. In 1938 the Ohio Library Association met in Cincinnati with the Associations from West Virginia and Kentucky and was attended by 42 members of the Staff, and the meeting in Columbus in 1939 by 32. In addition there were representatives at several of the Ohio District Meetings each spring.

The Librarian served as a member of the Council of the American Library Association and in 1939 was elected President of the Ohio Library Association. Four members of the Staff have served on Committees of the A. L. A. or attended a special meeting of the Board of Education for Librarianship. In the O. L. A., six committees have utilized Staff members and there was participation by seven members of the Staff in ten programs. One Staff member spoke before two library organizations in Michigan, and

two acted as Library Counselors at the Vocational Information Conference for Women at Ohio State University. A member of the Museum Staff read a paper before two scientific organizations, one of these in Pennsylvania.

Dayton's "Library on Wheels," the Bookwagon Department, has been represented at Farmer's Institutes in the County, has been called upon for aid and information not only by seven libraries in Ohio interested in this type of service, but also by the Ohio State Library, the Omaha (Nebraska) Public Library, and the Division of Public Libraries of the Department of Education of Massachusetts.

At West Branch a book discussion group has met since the fall of 1938, under the direction of the Branch Librarian. The Parent Teacher Associations of North Dayton, homeless due to the closing of schools in 1938, met at the Electra C. Doren Branch.

"FRIENDS OF READING"—THE LIBRARY STAFF ORGANIZATION

A new departure for this organization was the preparation of "Library Leaves" which gives news of the Library Departments and Branches and other professional matters. Twenty issues have appeared since the first, dated February, 1938. It has been under the continuous editorship of Mrs. Lenore R. Falknor. In the fall of 1939, in co-operation with the Acquisition Department, a Staff Professional Reading Staff was arranged for the use of members. From the Staff Welfare Fund expenditures were made for curtains and other supplies for the refectory at the Main Library and each large Branch was given a share to use for staff rooms. The Friends of Reading sent a member to the clinic on "Staff Relations with the Public" at the San Francisco meeting of the A. L. A., and a representative to the Staff Organization Round Table. A committee of the Friends of Reading was active in the formation of a group to join the Hospital Care Corporation.

In the radio field, the Librarian was interviewed on "Our Town's Libraries" in a series arranged by the Business and Professional Women's Club, February 21, 1938. Two series of six talks each were arranged by the Friends of Reading, "Travel Tips" over WHIO and "Hobbies and Books" over WSMK, now WING. These were given by Staff members.

The usual discussion of books and professional problems have continued with members of the Library Board in attendance at several meetings. The following members of the Staff have served successively as President of the group:

1937-1938 Mrs. Lenore Ross Falknor 1938-1939 Miss Catharine E. Suber 1939-1940 Miss Clytie E. Strahler

STAFF AND LIBRARY IN PRINT

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- Conover, Mrs. Charlotte Reeve Dedication of the fifth Branch Library building recalls origin and growth of the enterprise, Dayton Sunday News, Dec. 4, 1938.
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 Dayton Sunday News, Aug. 21, 1939 (letter).
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Jones, Martha Ann Children's books Shop Talk 8:3, Dec. 1. 1938. Keuping, Victor Etching. Dayton Public Library Dayton Sunday Journal-Herald, May 8, 1938.

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Neibel, Mrs. Alice K. Monthly reports of Montgomery County Horticultural Society Dayton Journal-Herald, 1938-1939; Dayton Daily News, 1938-1939.

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Newberry, M. A. Too great expectations Michigan Librarian 4:11-13, Apr., 1938; Abstracted in Library Literature, 1938:232-3.

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READY FOR SERVICE NOV. 8, 1938

Stein, Ruth Libraries serving from 10,000 to 34,999 population Bulletin of the American Library Association 32:270, Apr., 1938.

Strahler, Clytie E. Negro history week Wilson Bulletin for Librarians 13:427, Feb., 1939.

Tattershall, Helen Informal book lists News-Letters of Dayton Federation of Clubs, 1938-1939.

That's service

N. C. R. News 7:20, Apr., 1939.

LIBRARY AGENCIES

The Branch Libraries of the System were increased to 14 with the opening of Westwood Branch, December 1, 1938, the fifth in its own building. A structure built in 1870 for use as a school in Harrison Township, and later used by the Church of the Nazarene, was purchased and remodeled into a very attractive branch library building at a cost of \$21,571 (building and site \$5,265, remodeling \$13,051, furniture and equipment \$3,255), while the Division of Parks cooperated in laying out the grounds. At the opening, Robert G. Corwin, President of the Library Board, presided. Joseph A. Lutz talked of "Our Building—Its Past and Its

Future." Emil N. Fifer, Principal of the Westwood School, spoke on "School and Library—Partners." The Invocation was given by the Rev. Arthur H. Perry, pastor of the church from which the building was purchased. Members of the Board, the Architect, and the Staff of the Branch were introduced. The Branch is open four days a week and in the first month 8,318 volumes were circulated, showing how much the community service was needed and likewise how much it was appreciated.

During 1938, East and West Branches were entirely redecorated, the lighting systems of 1913 installation were replaced by fixtures more suitable to present day needs, while new and colorful floor coverings replaced the dingy linoleum in service ever since these branches were opened.

Beginning in February, 1938, the larger branches were open one more day each week. Certain changes in the hours of opening at two of the school branches became effective with the opening of the school year in 1939. Wilbur Wright continued to be open Monday and Thursday nights as in the summer, instead of Wednesday night only, as previously, while Emerson Branch opens to the public at 3:30 instead of noon. When, due to lack of funds, the schools closed in the fall of 1938, the School Branch Libraries were closed as well. The result was a decrease of 36 days of service through school branches, though an emergency bookwagon service reached some of the patrons during this period.

The Y.M.C.A. Schools and the National Cash Register Library have been given service similar to that of actual branches of the Dayton Public Library, as were the Montgomery County Emergency Schools during their existence. Deposit stations were maintained in two engine houses, the Y. W. C. A. residence, the Nurses' Training Schools at St. Elizabeth and Good Samaritan hospitals and at several churches and summer camps.

The County Bookwagon dropped one stop and added six, making a total of 32 in December, 1939. The City Bookwagon stops remain at 26 though a rearrangement of route dropped three and added three. Opening hours of the little branch at Brookville were doubled, beginning September 1, 1938, and it is now open from 3:00-5:30 and 6:30-9:00 p. m. on Wednesdays and Saturdays. The circulation increased 12.9 per cent in 1938 and 79 per cent in 1939. It continues under the supervision of the Bookwagon Service.

OUR BORROWERS

Gains in borrowers registered are apparent. 1938 figures are a little more than 5 per cent (.054) above those of 1937 and 1939 not quite 3 per cent (.028) above those of 1938. However, the gain is predominantly in county registration both juvenile and adult. Not only are suburban Oakwood residents now registered as county borrowers but the active work of the County Bookwagon is resulting in many new registrations from the county. While centered largely in this agency, these are noticeable throughout the System which had a gain of 68 per cent in 1938 and of 20 per cent in 1939 of county borrowers. On the other hand increased city registration is found only in the branches located in their own buildings. Westwood Branch, tapping a region hitherto served by the City Bookwagon, ended 1939 with a registration of 896 adults and 576 children. This may account for the decrease in City Bookwagon registrants. Nevertheless the general decrease in city registrations noted in 1937 seems to have been halted. Juvenile registration except County is decreasing in every type of agency except branches in their own buildings, but school enrollment is also decreasing. According to statistics the proportion of children in total population has been steadily declining for some years, and it has been particularly noticeable since 1930. Registration in the High School Room at the Main Building seems to have become stabilized, not varying very far from 1700.

In connection with registration, West Branch has had an additional record made by new adult borrowers as to book preferences. This has proved a useful aid in book selection.

COOPERATION WITH OAKWOOD PUBLIC LIBRARY

With the opening of the new Wright building, the Oakwood Public Library is making a deeper impress on its community, but the Dayton Public Library still continues to be used by Oakwood residents both for reference work and general reading. When numbers of the approximately two thousand Dayton Public Library cardholders residing in Oakwood wished to use their own library also, it seemed wise to co-ordinate the registration systems and records. With this in view Miss Catharine Hadeler, the new Oakwood Librarian, spent a summer on the Dayton Staff observing methods, and with the approval of the two Library Boards, there is now in operation a joint registration record. Oakwood cards are honored for loans at Dayton, and Dayton Public

Library cards at Oakwood, but no individual may hold cards at both libraries. All Oakwood applications clear through the union file to eliminate duplicates just as those from Dayton Library Branches.

BOOK COLLECTION

Although in the two years, 72,142 volumes were added to the Dayton Public Library, in the same time 37,861 volumes were withdrawn, leaving a net increase of 34,281 volumes and a total at the end of 1939 of 396,569 volumes.

Because of withdrawals of out-of-date materials, reference collections in ten agencies and circulating collections in two agencies were smaller than they were at the beginning of the two-year period and one more reference collection and four more circulating collections smaller than at the end of 1938. Two school branches show fewer adult circulating books in 1939 than in 1937.

In 1938 the "One Day Collection"—extra copies of new fiction—was provided from the general budget as heretofore. In 1939 each of the larger branches set aside a portion of its budget for the purchase of titles and two copies were regularly routed to each of these agencies. The smaller branches were served as before. The collection had increased slightly at the end of 1939.

State Aid funds were again available but Ohio was not so generous as in the preceding biennium. The amount Dayton received in 1938 for county extension work was \$1,000 and in 1939, \$400. Such aid from State coffers is very necessary to equalize library opportunities for Ohio citizens regardless of place of residence, and fairly enough, a greater proportion goes to rural counties than to large urban centers.

In the summer of 1939 the juvenile collections of all agencies were inspected not only for worn out and soiled books, but also for those which were out of date as to material included and otherwise inadequate. This resulted in circulating collections in nine branches smaller in 1939 than in 1937, and in two branches smaller than in 1938. Two branches only, show an increase in juvenile collections in 1939 over 1937.

About 200 volumes no longer of use in branches, but of historical value, were sent to the World Center for Women's Archives. 26,104 volumes, some of which had been withdrawn from the Dayton Public Library because no longer useful and other

unneeded gift books were sent to institutions in Ohio, Kentucky, North Carolina and China and to CCC camps and WPA projects with the Dayton Public Library acting as forwarding agent.

AGENCY BOOK SELECTION

The effect of making agency librarians responsible for the choice of books is seen in the figures of additions to adult classed books and the increase in circulation of this type of book. Though purchases began in late January, 1937, the book stock was not appreciably affected until mid-year of 1937 and the cumulated result was not felt until 1938.

Adult Non-fiction Additions (Not incl. Belmont Coll.)

193	37 19	38 1939
High School Room140		vols. 339 vols.
Large Branches 760	vols. 1281	
School Branches780	vols. 1065	vols. 1082 vols.
Bookwagons190	vols. 391	vols. 431 vols.

Adult Non-fiction Circulation Gains (Not including periodicals)

	1937		1938	1939	
High School Room 5%	650 v.	11%	1,411 v.	8/10%	117 v.
*Large Branches11%	4,111	36%	14,781	22%	12,626
**School Branches 8%	2,463	1%	309	2%	762
Bookwagon 4%	369	22%	2,051	11%	1,299

^{*}Open one day more each week after February 1, 1938.

It is thought, too, that this change in method of book selection was a factor in making 1938 the first year when a decreased industrial payroll did not result in an increased fiction percentage.

An interesting commentary on our book stock is the fact that two much larger libraries (the Boston Public Library and the Library of Congress) each borrowed through inter-library loan one of our titles not in its collection.

A special collection of books by and about the Negro is being built up at West Branch, which is also indexing the negro magazines. In two years there were 3,437 circulations from this collection and the index is much used.

^{**}Closed when schools were closed in 1938.



PHILLIPSBURG MAKES USE OF THE COUNTY BOOKWAGON

BOOKS BORROWED

The circulation of books from all types of agencies which had been decreasing each year beginning with 1932 through 1937, showed in 1938 a gain of 12 per cent over 1937 and a gain of 6 per cent in 1939 over 1938. This gain in 1939 is the first time since 1929 that library circulation showed an increase when there was also an increase in industrial payrolls. However, there was an adult loss in the month of December, 1939, when retail sales were higher and when the industrial payroll was much better than in December, 1938.

The adult circulation for 1938 shows a marked increase in every type of agency over that of 1937 with a 21.8 per cent increase in fiction and 22.5 per cent in non-fiction, and with a 14 per cent gain in periodicals which that year for the first time were considered separately. The branches in their own buildings show the greatest change with a 36 per cent increase both in fiction and non-fiction and a 39 per cent gain in periodicals. This is due in part to the fact that these branches were open one day more each week beginning February, 1938.

The opening of the new Westwood Branch in December, 1938, did not have a great effect upon the figures for that year but accounts in large part in 1939 for the gains in fiction (2 per cent) and periodicals (8 per cent) and for over half the gain in non-fiction (4 per cent). Westwood circulated 86,032 volumes in 1939, 33,091 of which were juvenile, 52,941 adult of which 39,099 were fiction. Due to the closing of the buildings by the Board of Education the branches in schools suffered a circulation loss in 1938 which is estimated at about 30,000 volumes, despite the emergency bookwagon stops.

Bookwagon Service showed a circulation of 185,248 volumes in 1938 (10 per cent gain) and of 195,929 (5 per cent gain) in 1939, the largest in any agency except the Main Library. The County Bookwagon circulation increased steadily with 45,738 volumes issued in 1938 (gain of 40 per cent) and 51,264 in 1939 (gain of 12 per cent). The tiny branch at Brookville which is under the supervision of the Bookwagon Service circulated 5,103 books in 1938 and 9,174 in 1939—an increase of 79 per cent. The City Bookwagon circulated more books than any branch in 1939 and was exceeded by only one branch in 1938. While there was a gain in juvenile circulation, adult non-ficton and fiction showed a loss in 1939. That the loss was confined to adult books is remarkable inasmuch as the opening of Westwood Branch in December, 1938, removed an entire neighborhood which had formerly been served by the City Bookwagon.

Our reserve service at two cents a title, which is less costly than in many libraries of our size, was taken advantage of in approximately 35,000 cases to judge from reserve postals used. Beginning May, 1937, Western Union messenger service has been used for overdue book collection and has been decidedly effective and economical. Cases where this proved unsuccessful and those in the county were handled by one of the Staff.

BOOKS MOST IN DEMAND 1936-1939

Only one title appears in all four years—the novel written by Margaret Mitchell. Three books by Lloyd C. Douglas appear in three different years and in 1937 there are three of his titles included. Nine fiction titles and five non-fiction titles are to be found in the lists for two successive years and the non-fiction titles of 1939 show an increasing interest in international affairs.

BOOKS MOST IN DEMAND 1936-1939—Continued

		,,	,,,
1936 Douglas Allen Mitchell Douglas Lewis Rinehart Lawrence Santayana Barnes Aldrich	Fiction Green Light Anthony Adverse Gone with the Wind Magnificent Obsession It Can't Happen Here The Doctor If I Have Four Apples The Last Puritan Edna, His Wife Spring Came On Forever	Lindbergh Abbe Brande Carrel Kallet Gunther Halliburton Farson Day Duranty	Non-Fiction North to the Orient Around the World in 11 years Wake Up and Live Man, the Unknown 100,000,000 Guinea Pigs Inside Europe Seven League Boots The Way of a Trans- gressor Life with Father I Write As I Please
Mitchell Edmonds Douglas Douglas Roberts Wilkins Hilton Cronin Douglas Hobart	Gone With the Wind Drums Along the Mohawk Green Light White Banners Northwest Passage And So—Victoria Lost Horizon The Citadel Magnificent Obsession Yang and Yin	Carnegie Heiser Hillis Kallet Link Carrel Crow Pearson Day Hillis	How to Win Friends and Influence People American Doctor's Odyssey Live Alone and Like It 100,000,000 Guinea Pigs The Return to Religion Man, the Unknown Four Hundred Million Customers The Nine Old Men Life With Mother Orchids on Your Budget
1938 Mitchell Cronin Roberts Rawlings Bromfield Spring Lewis Du Maurier Edmonds Bottome	Gone with the Wind The Citadel Northwest Passage The Yearling The Rains Came My Son, My Son Prodigal Parents Rebecca Drums Along the Mohawk The Mortal Storm	Carnegie Curie Halsey Lin Yutang Hertzler Belbenoit Adamic Smart Lundberg Hawes	How to Win Friends Madame Curie With Malice Towards Some The Importance of Living The Horse and Buggy Doctor Dry Guillotine My America R. F. D. America's Sixty Families Fashion Is Spinach

	Fiction	Non-riction		
1939				
Du Maurier	Rebecca	Hitler	Mein Kampf	
Field	All This, and	Waln	Reaching for the Stars	
	Heaven Too	Lindbergh	Listen, the Wind	
Mitchell	Gone With the Wind	Halsey	With Malice Toward	
Steinback	The Grapes of		Some	
	Wrath	Hertzler	The Horse and Buggy	
Douglas	Disputed Passage		Doctor	
Spring	My Son, My Son	VanPaassen	Days of Our Years	
Rawlings	The Yearling	Byrd	Alone	
Cronin	The Citadel	St. Exupery	Wind, Sand and Stars	
Vance	Escape	Gunther	Inside Asia	
Bromfield	The Rains Came	Partridge	Country Lawyer	

NY ... Disking

CHILDREN'S BOOKS BORROWED

The examination of the figures for juvenile circulation showed that not only was the slight loss (less than half of 1 per cent) in 1938 compared with 1937 made up, but that there was a 10 per cent gain in 1939 over 1938. However, those agencies with juvenile losses in 1938 had gains in 1939 and those with gains in 1938 had losses in 1939 with the exception of Stations. Closing of schools in November and December, 1938, caused a loss in juvenile circulation for those months, with the spring months of the same year showing losses in smaller amounts. With the increase in the circulation from the classroom collections in 1939 there is a counter loss in circulation in Main Juvenile and in the larger branches, though the school branches did not suffer.

WORK WITH CHILDREN

The summer reading project of "Book Trailer Tour" in the United States in 1938 maintained interest better than the "Trip Around the World" in 1939 for 155 of the 344 children participating in the first finished, as against 150 of the 404 taking part in the second.

Each year "Book Week" in the fall, and the "Spring Book Week Festival" are celebrated in various ways. Main Children's Room has exhibits of new books and Dayton View has an annual book costume party. In January, Electra C. Doren Branch has an annual doll and toy story hour. Westwood Branch in 1939 had a Hobby Show. For 24 consecutive weeks in 1939, stories were told by an assistant from West Carnegie Branch Library at the West Side Day Nursery.

Talks on children's literature were given before older groups, including the Council of Social Agencies. Book talks were also given at several schools and visits made to all public and parochial school classrooms in the city. In 1938, borrower's clinics were held in the classrooms of schools regularly visited by the Boolwagon in an effort to explain and adjust difficulties and to better relations with the children.

REFERENCE WORK

A union shelf list of periodical files available in Montgomery County is nearing completion, and now covers the collections of:

Bonebrake Theological Seminary Library.
Dayton Public Library and Museum.
Thomas and Hochwalt Laboratories.
University of Dayton—Albert Emanuel Library.
Wright Field Library.
Y. M. C. A.—Solomon Memorial Library.

The Staff which prepared the Montgomery County survey for the Public Advisory Council used the Library and its resources extensively and expressed keen appreciation of the help rendered them. A Dayton project, "Business Digest Service," which started in 1939, has been given special help, as has the WPA project for indexing and microfilming files of the Dayton Journal.

In addition to the many published indexes which are purchased by the Library there are special files and card indexes which are maintained by the Library Staff, some of these possible only because of WPA help. Below is a list of these with their location in the Library. While all were supervised and directed by the Library, some work on those starred was done by WPA.

Annotations file for children's book	sMain Children's Room
*Biographical and genealogical in	dex of Dayton and
Montgomery, Green, Warren	and Miami Coun-
ties	Reference & Technology
*Book review index	Catalog Department
Career index	High School Room
Club program index	First Floor Reference
College studies index (author, title	e and subject)
	Reference & Technology
Costume index	Reference & Technology
	West Carnegie Branch
D. A. R. and S. A. R. collections (s	helf list, author, title
and subject)	Reference & Technology
Dayton bibliography	Reference & Technology

*Daytoniana and Ohioana clipping	fileReference & Technology
Debate indexReference & Tec	
Drama (analytic index of books of p	lays)First Floor Reference
Drama (subject index)	Catalog Department
General information file	Reference & Technology
General information me	First Floor Reference
Handicraft index	
Holiday material index	First Floor Reference
Tionday material midex	Electra C. Doren Branch
*Hymn index	
*Ioke index (subject)	First Floor Reference
*Joke index (subject) Motion picture review index	First Floor Reference
Music scores index	Reference & Technology
Music scores index	West Carnegie Branch
Ohio Archaeological and Historical	Society Publications
index	First Floor Reference
indexPamphlet file index (subject)	Reference & Technology
· · · · · · · · · · · · · · · · · · ·	First Floor Reference
Periodicals for children and teachers	(subject index)
	Main Children's Room
Periodicals subscribed for by the D	
Periodicals subscribed for by the D subject classification)	Reference & Technology
Picture index (artist and title)	Reference & Technology
Picture index (largely nature)	First Floor Reference
Picture index—mounted pictures as	nd children's books
(artist, title and subject)	Main Children's Room
Poems, plays, stories, costumes and	songs in children's
books (title index) (subject	index in prepara-
tion)	Main Children's Room
books (title index) (subject tion)	oppular subjects
	Reference & Technology
Readers (school) Grades 1-4 (title a	and subject index)
4 (3333)	West Carnegie Branch
*Recipe index (subject)	First Floor Reference
Short story index	Pirst Ploor Reference
High School, East Carnegie	e, Dayton View and
Electra C. Doren	Branches
*Song index (title and composer) Stereograph index (title)	Reference & Technology
Stereograph index (title)	Main Children's Room
"Symphony program notes index	Reterence & Technology
*U. S. Government Documents We	eekly List (clipped.
mounted and classified by popul	ar subject)
	Reference & Technology

BOOK ORDER WORK

In addition to the regular routine work, the Acquisition Department since October, 1938, has prepared a collective order sheet for each week's release which not only facilitates ordering by agency but tends to concentrate branch orders. The bulletins of the Virginia Kirkus Bookshop Service and the Vertical File Service are regularly displayed for agency checking.

The Department ordered, checked and forwarded the following printed materials:

	1938	1939
Book purchases	28,430 vols.	30,274 vols.
Gifts	928 vols.	1,167 vols.
Pamphlets, etc.	9 44	690
Periodical subscriptions	2,111	2,094
(includes gifts)		
Newspaper subscriptions	62	64
(includes gifts)		•

BOOK CATALOGING WORK

Added to the books already handled regularly by the Catalog Department for shelf records and cataloging are those for the Brookville Collection and the anticipated Belmont Branch. The total number of volumes handled for addition, withdrawal and transfer in 1938 were 44,129 and 1939, 58,881.

A chronological and alphabetical catalog has been made of books printed in Dayton before 1870. It not only includes material found in the Dayton Public Library and Museum but that which is known to exist in other libraries and in private collections. Note of location and ownership have been added to such entries where possible.

To the Head of the Catalog Department, Miss Virginia Hollingsworth, has fallen the Library's share in the supervision of projects and work of the WPA in the Library and Museum. It has taken much time and thought and both the Library and the WPA owe to her a debt of gratitude.

THE LIBRARY AND THE WPA

In 1938 the Dayton Public Library cooperated in the statewide WPA project of preparing a union file of books, other than fiction, owned by Ohio Libraries. Now all such adult books are recorded in a union catalog for the State which is housed at the Ohio State Library. The Dayton Public Library has also cooperated in the local project of making index and microfilm files of the Dayton Journal. The Reference Department has made lists for and served in an advisory capacity to the Dayton Council on Adult Education, which maintained for some time on the stairway leading to the second floor of the Main Library a service desk manned with WPA assistance.

Citizenship classes under the auspices of the Adult Federal Schools have been housed at East Carnegie and Electra C. Doren Branch Libraries. At the latter also Creative Writing and Art classes were conducted for a time under the same auspices. In 1939 a series of six talks on story telling was given by Miss Louise D. Kulamer to the Montgomery County Rural Recreation Project and one lecture was repeated for the combined workers in the Rural Recreation Project of Warren and Clinton Counties. A survey and spot map of borrowers of the North Dayton territory was prepared by the WPA and tabulations made of juvenile fines incurred at the Electra C. Doren Branch Library, under the direction of the Branch Staff.

An inventory of the entire adult and juvenile collections of the Library was completed through the help of the WPA who also made a duplicate juvenile shelf list. The indexes which bear a star in the list on page 32, have been worked upon by the WPA under the direction of the Staff, as has some multigraphing of forms and supplies, and book lists. They have helped also with preparation of information folders for work with children, the typing of pages missing from books to be sent to the bindery and the collation of periodicals. The WPA have typed copies of the manuscripts of Mrs. Bernis Brien's "Marriage Licenses Issued in Montgomery County, Ohio, 1803-1851" and "Index of Wills Probated in Montgomery County, 1803-1894." These will be added to the Dayton Collection. Various types of work for the Museum were also carried on through WPA assistance. Mr. Smith's murals installed in the West Reading Room in 1938 were part of the Federal Art Project of several years ago.



AT THE HOBBY SHOW "Books for a Mounting Block, Books for a Guide"

AGENCIES COOPERATING WITH THE LIBRARY

The Westwood Garden Club adopted the Westwood Branch as its main project and have supplied it with a succession of flowers and plants which are much appreciated by the Library and by the community. The Miami Valley Hospital Training School for Nurses loaned to the Library for display an interesting collection of hand-made dolls representing famous nurses of history in appropriate costume. Both years some of the book week projects of the Kiser High Senior Class were displayed in the Library, each illustrating a book. Handicraft loaned by the City Department of Recreation was also exhibited. For two years the Dayton Public Library and Museum has taken an active part in the Hobby Show at the Y. M. C. A. and not only has provided booklists on various hobbies but has had an exhibit of books with Staff members on duty who recorded requests to be filled later through the Library.

BOOK GIFTS AND MEMORIALS

Each year the American Legion Auxiliary, the Betsy Trotwood Club, Current Events Club, Friday Afternoon Club, Westwood Garden Club and Women's Literary Club have given one or more volumes. In 1938 the Business and Professional Women's Club, and the Art Appreciation Group of the Dayton College Women's Club each gave a volume, and in 1939 the Auxiliary of Post Office Clerks, Burroughs Club, Helen Hunt Club, New Book Club and Olla Podrida Club. In 1939 the Dayton Federation of Clubs continued its series of gifts with a collection of librettos. Eight agencies as well as the Dayton Collection and Main were recipients of these gifts whose use is thus widespread throughout the city and county.

Of these volumes, nine were either given honoring or in memory of individuals connected with a club, and in 1939 there were several individual memorial gifts received from patrons. Honoring living members of an organization or members who have passed away, by giving to the Dayton Public Library memorial volumes which harmonize with the known interests of the individuals will continue their influence. This is a custom being widely adopted in many cities and Dayton should have more such memorial volumes and memorial collections, and endowments similar to The Clement R. Gilmore Memorial Book Fund, now amounting to \$1,300, the interest from which is expended for special books.

Since the Library is indebted to many individuals who gave books and magazines during these two years, it expresses its appreciation and bespeaks a continuation of such interest.

SPECIAL DAYTON COLLECTION GIFTS

During the past two years the Library has been constantly aided by friends in building up Dayton newspaper and periodical files. While the early files, 1808-1824, and from 1842 on, are fairly complete, those of the years from 1825-1841 are very ragged, most of the volumes for this period being lost from the old basement newspaper reading room during the 1913 flood.

The unique gift of the past year—made possible by the sleuthing of William M. Pettit—was the purchase for the Library's Dayton Collection by the Charles F. Kettering Foundation of the excessively rare file of the Ohio Republican (Dayton), May, 1813-July, 1814. It happens that the Dayton Library has had the only file known of the earliest Dayton papers—the Dayton Repertory running from Volume 1, No. 2, September 30, 1808, to December 14, 1809, and the Ohio Centinel, May 10, 1810, to May 19, 1813. These were preserved by Benjamin Van Cleve, Dayton's first postmaster and first librarian (Dayton Library Society, 1805). Bound in one huge volume, they were presented to the Dayton Library Association in 1847, by his son, John Whitten Van Cleve.

Bound with the two was also a file of an Ohio Republican (Dayton), starting with a Volume 1, No. 1, October 3, 1814, and running to October 9, 1816. This great volume has been referred to by our historians from the time of Dayton's first history written in 1840 by the librarian of the Dayton Library Association, Maskell E. Curwen, as evidence that there was no Dayton paper for the 16 months between May, 1813 and October, 1814.

But sometime prior to 1935, there were discovered in the American Antiquarian Society at Worcester, Massachusetts, a few issues of an earlier Ohio Republican (Dayton) for this intervening 16 months. Soon after this find, Mr. Pettit in the course of genealogical correspondence discovered that a distant kinswoman, Miss Sarah Pettit of Edinboro, Pennsylvania, possessed a file of this earlier Ohio Republican which had been edited by her great uncle, Melancton S. Pettit, as member of the successive Dayton firms of Pettit & Edwards and Pettit & Strain. Miss Pettit kindly consented to sell the file and with the cooperation of the Kettering Foundation it was purchased. The Trustees of the Adriance Memorial Library of Poughkeepsie, New York, were also kind enough to donate a single number which they had.

This newly acquired file starting with Volume 1, No. 1, May 31, 1813, shows that the Volume 1, No. 1, of October 3, 1814, merely indicated a change in ownership. Why Benjamin Van Cleve failed to keep copies of the issues for these intervening months remains a puzzle. While the file is not entirely complete the Library has 38 of the numbers between No. 1 and No. 60. Of this first 60, six of the other issues (April 12, 19, May 16, 23, 30 and June 27, 1814), though lacking from the Dayton file, are owned by the American Antiquarian Society, which also has four issues (July 25, August 8, 15 and September 26), issued after No. 60 but before the second series started in October, 1814.

The Photostat Corporation of Cincinnati and Charles Pfeisfer of the Montgomery County Recorder's office, kindly cooperated in having copies of the newly found earlier series photostated for the Library, so that the reproductions can be used for reference purposes sparing the originals from undue handling.

Among other gifts, Daniel D. Bickham, long connected with the Journal, presented the Library with a volume of the Dayton Journal & Advertiser, October, 1832-July, 1834, while Miss Alice Burrowes and Mrs. L. M. Goode, of Springfield, gave us a volume containing the Democratic Herald, November 26, 1836-March 22, 1839, edited by their grandfather, Dr. William H. Blodgett. Eleven numbers of the Democratic Herald from June, 1839-October, 1841,

were presented to the Library by the late Mrs. Evangeline Hippard Werthner, by Miss Evangeline Lindsley, and by Mrs. Nellie Lindsley Weeks, as were 17 numbers of the Herald's predecessor, The Dayton Republican, January 5, 1830-November 15, 1836. Both papers were edited by Mrs. Weeks' grandfather, Ephriam Lindsly (sic).

To the generosity of H. A. Smalley of Germantown, are due certain issues which bring near to completion the file of the Gridiron, an odd little Dayton periodical of 1822. The Library now lacks just one number and has a photostat of that. Mr. Smalley likewise gave an unsual file of four volumes of the Germantown Gazette, 1845-1849, and two early volumes of the Germantown Independent Press, 1874-1876. The Toledo Public Library gave 15 numbers of the earlier Germantown Independent between 1858 and 1865, and through the cooperation of Andrew Reed, of Yellow Springs, were obtained 225 numbers—about 80 per cent of the issues-of The Germantown Times and its predecessor, The Dollar Times, from Volume 1, No. 1, May 14, 1869 to September 26, 1873. Through Mr. Reed also were secured nine scattered numbers, 1852-1854, of the Western Emporium and the Twin Valley Locomotive, which followed the Germantown Gazette.

Ernest J. Wessen, of the Midland Rare Book Company, Mansfield, Ohio, has recently given a number of issues of the Piqua Gazette, 1821-1826.

Nineteen volumes of The Dayton Review and its predecessor, The Labor Review, covering the years of 1916-1934, were deposited with the Library by E. A. Nunan and John N. Taylor, of Dayton's Typographic Service. This is a valuable and generous contribution to our local history collection.

Another rather unusual gift of the Kettering Foundation merits mention. From 1835 on, for some 25 years, there appeared books, large and small, bearing the Dayton imprint of one Benjamin F. Ells, sometimes named alone, sometimes with his brother, George W. Ells, and sometimes—for a few years after 1843—with his partner, L. F. Claslin. In an 1840 imprint Mr. Ells spoke of his new job-printing office at "Fair Mount, a suburban village, one and a half miles west of Dayton." It was in this neighborhood, near the present Summit Street, later called Miami City, and after 1871 a part of Dayton's West Side, that Mr. Ells was active in real estate and here he died in 1874.

Sometime, probably in the 1840's, he issued a number of tiny undated toy books, which we, for want of better names, distinguish as his One Cent, Two Cent, Three Cent and Four Cent series. The series varied in size and each title bore, besides its price, an individual number for its position in its series. These booklets are now very rare and correspondingly expensive. The Kettering Foundation purchased eight of the individual numbers and the Library now possesses ten of the 50 titles estimated to have been issued in the four series, and has been able to record 12 other titles known to be located elsewhere.

We are indebted to Charles McLean of Pettibone McLean, Inc. for two unusual scrapbooks of clippings dealing with the Elliot-Schenck-Crane families, and the Gardner-Reynolds-Parrott families. Through Mr. McLean's intervention also were received from Mrs. George H. Mead an interesting set of pamphlet volumes from the collection of her father, the late Alfred A. Thomas. Many of these were gathered during the anti-slavery controversies by Mrs. Mead's grandfather, the Rev. Thomas E. Thomas, pastor of the First Presbyterian Church of Dayton during the Civil War period.

The Montgomery County Horticultural Society turned over to the Library for preservation the manuscript minutes of the Society from 1913-1925. The printed minutes for the pre-flood years were already in the collection. Similar minute books for other local organizations are solicited as a valuable contribution to the history of our community.

THE PUBLIC LIBRARY MUSEUM

With plans under way for moving the Museum across the park into more suitable remodeled quarters at Patterson Boulevard and Second Street, it is meet that we consider, in reading the report of Dr. Sigmund Metzler, the devoted guidance he has given the Museum. During his past ten years as Educational Director, he has been responsible for bringing the Museum into its position of unusual community influence.

On January 1, 1940, Dr. Metzler became Director Emeritus of the Museum, while his former assistant, Kenneth N. Dearolf, took on the additional responsibility as Educational Director. Mr. Dearolf, a graduate of the University of Reading (Pennsylvania) and of the Training Course offered by the Buffalo Museum of Natural History, joined the Dayton staff in September, 1938, and from the first has actively associated himself with community organizations interested in natural history, being now President of the

Dayton Audubon Society. In the spring of 1939, he inaugurated a series of Saturday "Nature Walks" conducted under the auspices of the Museum, which proved most successful and stimulated much interest in the Museum and its work.

BUILDING PROSPECTS AND PLANS

With the cordial co-operation of the City Commission and Fred O. Eichelberger, City Manager, plans were prepared for the lease of the building formerly occupied by the Roberts Pump Company, at the corner of Patterson Boulevard just across Second Street. The lease was signed contingent upon obtaining a WPA project grant for remodeling the building to be used for the Museum and for the services of the Library. This is now assured and it is hoped that work can start during the summer of 1940.

Plans carefully prepared by Pretzinger and Pretzinger assign to the Museum the eastern half of the first floor and the entire second and third floors, although for the present the third floor will be used for storage and not for exhibit space. The Museum Auditorium used for Sunday lectures will be located at the west side of the second floor and will be much more accessible and comfortable than in the present quarters reached only after a long climb.

The cases now used by the Museum are all to be remodeled into more up-to-date vertical displays and, at the suggestion of Perle L. Sagebiel of the Library Board, storage drawers beneath will be provided for material not on exhibit. Office and workroom space will be available on the second floor at the rear of the leased building, in a narrow wing—which on the first floor will house the Library's two Bookwagon trucks.

The space in the annex vacated by the Museum, will be rearranged to store newspaper, document and magazine files. This will also permit an expansion and rearrangement of the second floor reading room, now so terribly overcrowded both as to books and table space. Changes in the service desks and book stacks are planned for greater convenience and efficiency.

Additional changes in the ground floor of the annex wing are covered by the project, particularly a room between the present Catalog Room and the Acquisition Department, which will also connect with the annex mezzanine. This will occupy unused space in the jog between the wings. It is planned later to house there the accommodation elevator which will serve the two wings when floors are added, as planned, above the present Catalog

Room. All the preparation such as excavations and special walling for the shaft below ground level will be done now and the space utilized for the present on temporary flooring.

AGENCY EXPANSION

While able to report the accomplishment of a Branch Library at Westwood it is impossible to report the much needed advance in the Belmont Community. A double store building on Smithville Road was being considered, but action was not quick enough, as another organization, looking ahead also, purchased and improved the site being studied. This locality should be served as soon as money and purchase opportunities develop, or when a good rental proposition can be obtained and funds found for service expenses.

Other communities both north and southeast call for neighborhood branches without trespassing on Board of Education hospitality. In view of the School Board's financial difficulties in the past few years, it is easy to understand that Board's embarrassment in authorizing additional service during cold spells necessary to keep the branch libraries in school buildings properly heated in the evening. However, in most cases this has been cheerfully arranged in keeping with the informal agreement of fifteen years standing that in return for light, heat and janitor service from the Schools, the Library would furnish books and librarians for branch library service both to students and public.

A request was made for a Library Station at the recently opened De Soto Bass Courts on Germantown Street where 200 negro families are moving into the first building of Dayton's Federal Housing Project. This did not seem possible, due to its proximity to present branches.

Conferences have been held with Charlton Putnam of the Federal Housing Authority as to the possibility of assigning space for a small branch in the Community Building of the McCook Field Project, which will locate 600 families near Leo and Keowee Streets and be an impetus to other building in the immediate locality. Mr. Putnam has been encouraging and has made tentative plans for housing such library service although the Authority Headquarters at Washington will have to make the ultimate decision as to the feasibility of the combination, and the Library Board also will have to give the matter further study.

COUNTY EXTENSION AGENCIES

While 44,933 children's books were circulated in 1939 through classroom libraries in 22 rural schools, and 35,654 adult loans and 15,610 juvenile loans were made through the County Bookwagon,

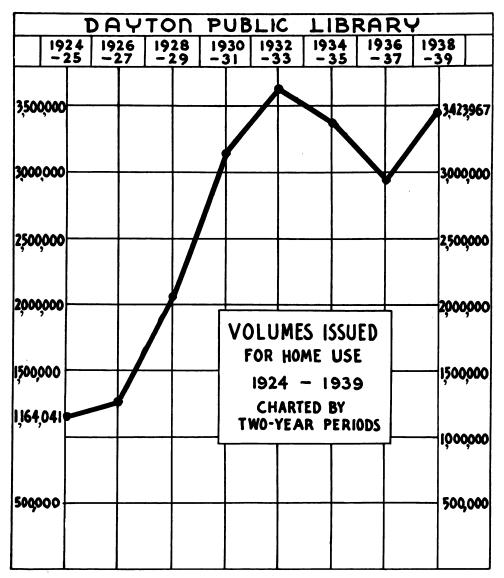
such service does not entirely meet the needs and hopes of residents in towns of Montgomery County. Communities such as West Carrollton and Trotwood would like reading rooms with permanent book collections and more frequent service, as at the little branch in Brookville, which circulated more than 9,000 volumes in 1939. This the Dayton Library is unable to give, except when the community makes a contribution of its own, such as went into building up our own Library during the first 75 years of its existence, when it was entirely dependent on city taxation.

It has been explained to enquirers that the Brookville Community provides space, light and heat for the little branch, while the Clio Club of Brookville provided a large part of the book collection and the shelving. Similar assurance of space and a contribution towards up-keep must be given the Board by any other county community asking the establishment of branch service.

The question has also been raised informally as to the willingness of the Dayton Public Library to supervise the work of the Centerville Public Library. Any such proposition would have to be considered following a careful study by the Boards of Trustees of both Libraries of the various factors involved, but such a combination should not prove impossible. Undoubtedly more effective service would result from allowing the Centerville Community access to Dayton's larger book collection, while their smaller library could free shelves of much material only occasionally needed, and keep its shelves for more popular and live titles.

FINANCE PROBLEMS

For 1939 the County Budget Commission, Messrs. Jesse Haines, Chester A. Myers, and Nicholas F. Nolan were able to assign to the Dayton Library \$300,000, an increase of \$25,000 over the preceding year, and only a little under the \$305,000 made available in 1928. That year (1928) we circulated 925,000 volumes and in 1939, 1,762,000, an indication of a greater return from each expended dollar ever since the depression. In addition must be considered the fact that of the \$25,000 increase for 1939 the Library under the mandatory provisions of Section 486-33G of the General Code of Ohio was compelled to assign at once to the State of Ohio about \$10,000, the first of continuing annual payments required for the Public Employes Retirement System. When for 1940 the allotment is again reduced by the loss of that temporary advance—the extra \$25,000 given in 1939—we are really suffering a \$35,000 reduction as the mandatory pension contribu-



THE STORY FIGURES TELL

tion of \$10,000 continues.

The larger sums available in the years 1928-1931 were obtained by a definite tax levy on the General Property valuation throughout the Dayton School District. In 1931 came legislation affecting the 1932 tax receipts which cut libraries and parks from the Real Property Tax. As the libraries were giving up this source of their support to relieve the Real Estate Tax situation, ham-strung by the new 15-mill limitation (now 10-mill), there was prepared for their special use the new Intangible Tax or Undivided Classified Property Tax. Libraries were assured that their needs would be met by the new tax in return for their public spirited co-operation in the matter of relinquishing support from the old levy. The Intangible Tax legislation was drafted by Robert A. Taft and others, and was specifically framed to give the libraries the special protection promised, by assigning to them the first claim on the receipts from the Intangible Tax. The actual determining of budgets and allocation of tax funds is left to the County Budget Commission. Once this is assigned the libraries are assured, for each half year's distribution, 50 per cent of the amount allotted for the vear. The "residue" of the total receipts is to be divided equally between municipalities and the county on the proportionate basis of the original allotment to each, while any accrual over the allotment goes to the various county school districts.

Two complications have caused uncertainty in library incomes under the present system. First, receipts from the Intangible Tax vary from year to year, due to business conditions and their effect on interest returns which govern the net revenues; and second, the tremendous increase in demands for "relief" purposes. Budget Commissions with a surplus of intangibles one year may apportion estimates for the next and find themselves faced with an unexpected slump that second year, which makes it impossible to provide the departments with the amounts promised. This is the reason for the reduction to \$275,000 of the Library's 1940 budget, a cut of \$25,000 which the Budget Commission hopes, with a business upturn, to restore another year.

A serious danger lies in the possibility of new legislation taking from libraries the preferred position which they were given in return for that surrendered on the Real Estate Tax. In some parts of the state there has been a tendency to assign a large "residue" first and then allot to the libraries a smaller amount, instead of the first lien which the law gives them. Fortunately, Montgomery County Budget Commission members have been understanding and appreciative of the Library's service to the Community.

FRIENDLY ASSISTANCE

Without the continued cooperation of our newspaper friends, the staffs of the Dayton Daily News, the Dayton Herald, the Dayton Independent, the Dayton Journal and the Dayton Press, the Public Library would not have been able to reach effectively the citizens of Dayton with its message of service and opportunity. We are extremely grateful for this. We wish to express our appreciation to the staff of the Dayton Public Schools for hospitality and assistance, and to all our many friends who can not be named personally for their thought and interest.

And specially does the Librarian wish to express his thanks to the Library Trustees for their encouragement and for the help on which he could always depend. To the Staff of the Library also goes a heart-felt "thank-you" for their constant, loyal, efficient cooperation. No librarian was ever blessed with a friendlier, more intelligent and hard-working corps of assistants and it is to them that credit should go for the success of the work. Their spirit towards the service, and towards the Library's community obligations as well as their ability to do real team-work is evidence not only of the fine attitude of the department heads under whose immediate supervision our work goes on, but of the continuing influence of my predecessors, Electra C. Doren and Paul North Rice.

WILLIAM J. HAMILTON, Librarian.

SUPPLEMENTARY TABLES

- 1. Volumes active by class, 1938-1939.
- 2. Volumes active by agency, 1938.
- Volumes active by agency, 1939.
- 4. Circulation statistics, 1938.
- 5. Circulation statistics, 1939.
- Library statistics, 1938-1939, arranged according to the A. L. A. form.
- 7. Gift and endowment funds.
- 8. Thirty year record of the Dayton Public Library.

VOLUMES ACTIVE BY CLASS

1938-1939

		1938			1939		
	Adult	Juvenile	Total	Adult	Juvenile	Total	
Classes—							
000-General	7,336	1,820	9,156	7,518	1,756	9,274	
050—Periodicals	18,710	1,793	20,503	19,205	1,581	20,786	
070-Newspapers		•	12	15	•	15	
100—Philosophy	5,629	203	5,832	5,774	185	5,959	
200—Religion	7,146	1,560	8,706	7,299	1,494	8,793	
300—Sociology	21,503	9,505	31,008	22,009	9,378	31,387	
400-Philology	980	94	1,074	1,011	98	1,109	
500—Science	6,688	6, 4 36	13,124	7,116	6,292	13,408	
600-Useful Art	8 17,862	6,379	24,241	18,982	6,593	25,575	
700—Fine Arts	13,026	4,981	18,007	13,568	5,158	18,726	
800—Literature	23,178	17,508	40,686	23,810	18,514	42,324	
900—History	12,671	7,393	20,064	13,299	7,102	20,401	
Travel	12,853	8,947	21,800	13,612	8,492	22,104	
Maps	38	4 000	42	40	4 000	44	
Biography	13,667	4,929	18,596	14,577	4,898	19,475	
Picture Books	0.00	4,282	4,282	1 011	4,637	4,637	
Dayton	862	3	865	1,011	2	1,013	
Eng. for Foreign	113 786	10	113	111 821	10	111 831	
French		10	796		10 318		
German Greek	3,820 15	318	4,138 15	3,759 15	919	4,077	
Hungarian	847		847	873		15 873	
Italian	24		24	36		36	
Polish	773		773	797		797	
Spanish	88		88	85		85	
Yiddish	194		194	190		190	
Croatian	41		41	47		47	
Other Language		2	22	19	2	21	
Public Document		2	6.102	6.308		6,308	
Music (Vols.)	895		895	924		924	
Curio	1		1	1		1	
Dental	189		189	189		189	
*Music (Sheet)				*88		88	
1.24510 (511000)							
Total	176,069	76,167	252,236	183,109	76,514	259,623	
Unaccessioned	1,738		1,738	*1,670		1,670	
Total Class	177,807	76,167	253,974	184,779	76,514	261,293	
Fiction	92,689	34,822	127,511	99,261	36,015	135,276	
Grand Total	270,496	110,989	381,485	284,040		396,569	
	,	,		,	,		

^{*88} Unaccessioned Sheet Music transferred to accessioned record (1939).

VOLUMES ACTIVE BY AGENCY

: 1938 /

er Zook	Adult Ref.	Adult Class	Adult Fiction	Total.	Juvenile	Grand Total
Central Library-						
Main Stations High School Classroom One Day Museum Bookwagon County BW.	30,720 3,842 614 109 6 51	78,704 11,542 3,230 936 1,190	24,774 19,535 1,692 			
Total	35,342	95,602	53,567	184,511	44,579	229,090
Regional Branches East West Electra C. Do: Dayton View Westwood Belmont	1,861 2,040 ren 843 681 91 2	7,060 6,729 4,431 4,250 826 27	5,545 5,090 4,687 5,577 3,069 232	14,466 13,859 9,961 10,508 3,986 261	6,493 6,491 5,832 5,997 2,410 579	20,959 20,350 15,793 16,505 6,396 840
Total	5,518	23,323	24,200	53,041	27,802	80,843
School Branches-	· •	٠.				
Brown Cleveland Emerson Jackson Lincoln Patterson Whittier Wogaman Wright	367 404 450 316 345 322 398 307 370	1,371 1,126 1,996 710 1,509 891 879 909 1,412	2,313 2,024 1,517 1,130 2,168 1,475 1,103 1,123 2,069	4,051 3,554 3,963 2,156 4,022 2,688 2,380 2,339 3,851	4,838 4,567 4,831 3,611 4,328 4,301 4,076 3,749 4,307	8,889 8,121 8,794 5,767 8,350 6,989 6,456 6,088 8,158
Total	3,279	10,803	14,922	29,004	38,608	67,612
Medical Total Access. Unaccessioned	904 45,043 1,650	•				2,202 379,747 1,738
Grand Total	46,693	131,114	92,689	270,496	110,989	381,485

VOLUMES ACTIVE BY AGENCY

1939						
•	Adult Ref.	Adult Class	Adult Fiction	Total	Juvenile	Grand Total
Central Library-	•					
Main Stations High School Classroom One Day Museum Bookwagon County BW. Brookville	31,882 3,879 631 178 6 11 1	81,135 11,943 3,505 1,143 1,387 375	26,001 20,086 1,951 1,152 3,687 3,455 1,163	139,018 35,908 6,087 1,152 178 4,836 4,853 1,539	13,993 6,901 17,046 3 5,322 4,268 377	153,011 42,809 6,087 17,046 1,152 181 10,158 9,121 1,916
Total	36,588	99,488	57,495	193,571	47,910	241,481
Regional Branches	—					
East West Electra C. Dor Dayton View Westwood Belmont		7,232 7,083 4,688 4,639 1,646 147	5,892 5,431 4,741 5,869 3,495 456	14,972 14,562 10,272 11,213 5,313 608	5,585 5,853 5,544 5,755 3,681 1,726	20,557 20,415 15,816 16,968 8,994 2,334
Total	5,621	25,435	25,884	56,940	28,144	85,084
School Branches-	-					
Brown Cleveland Emerson Jackson Lincoln Patterson Whittier Wogaman Wright	365 293 359 208 336 295 397 298 344	1,519 1,259 1,425 664 1,608 963 938 965 1,539	2,437 2,126 1,666 933 2,415 1,621 1,216 1,230 2,238	4,321 3,678 3,450 1,805 4,359 2,879 2,551 2,493 4,121	4,354 4,084 4,248 3,425 4,194 4,444 3,729 3,601 4,396	8,675 7,762 7,698 5,230 8,553 7,323 6,280 6,094 8,517
Total	2,895	10,880	15,882	29,657	36,475	66,132
Medical Total Access. Unaccessioned	904 46,008 1,670	1,298 137,101 	99,261	2,202 282,370 1,670		2,202 394,899 1,670
Grand Total	47,678	137,101	99,261	284,040	112,529	396,569

CIRCULATION STATISTICS

1938

	Adult	Adult Current	Adult	Total		Grand
	Fiction	Period	Class	Adult	Juv enile	Total
Main and Sta	ations—					
Main	262,367	25,786	144,893	433,046	50,123	483,169
High Schoo		1,493	13,314	27,123	•••••	27,123
Y. M. C.A.,						
N. C. R.,	4 000	•	0.004	F 105		7 105
M. C. E. S.	4,239	2	2,924	7,165	446	7,165 2,131
Misc. Stat. Brookville		•••••	474 181	1,685 4,232	446 871	5,103
PLOOKAIIIE	4,051	••••••	101	4,232	871	0,100
Total	284,184	27,281	161,786	473,251	51,440	524,691
Regional Bra	nches					
East	47,904	11,312	10,555	69,771	31,397	101,168
West	50,073	9,516	13,921	73,510	37,522	111,032
E. C. Dorer		10,811	9,463	56,727	32,338	89,065
Day. View		13,381	21,159	103,485	37,818	141,303
Westwood		430	565	4,087	4,231	8,318
Total	206,467	45,450	55,663	307,580	143,306	450,886
School Branc	hos					
Brown	21,481	7,583	6,856	35,920	27,405	63,325
Cleveland	21,216	7,662	5,228	34,106	31,153	65,259
Emerson	13,317	4.560	2,103	19,980	19,596	39,576
Jackson	6,521	2,662	1,625	10,808	16.671	27,479
Lincoln	22,74 9	5,934	4,986	33,669	25,729	59,398
Patterson	16,089	5,633	2,815	24,537	23,322	47,859
Whittier	11,297	3,685	1,421	16,403	19,442	35,845
Wogaman	7,273	3,463	1,826	12,562	17,216	29,778
Wright	18,317	7,870	4,257	30,444	27,491	57,935
Total	138,260	49,052	31,117	218,429	208,025	426,454
Bookwagon-	-					
City	38,666	13,828	5,669	58,163	81,347	139,510
County	25,736	15	5,601			
			<u> </u>			
Total	64,402	13,843	11,270	89,515	95,733	185,248
Medical	•••••	••••••	170	170	••••••	170
Total	693,313	135,626	260,006	1,088,945	498,504	1,587,449
Classroom-						
City Schools	3					
Public		•••••	•••••	•••••	34,239	34,239
Parochial		•••••		**********	2,527	2,527
County Sch	ools	•••••	••••••	•••••	37,377	37,377
Total Classro	om				74,143	74,143
Grand Total	693.313	135,626	260,006	1,088,945	572,647	1.661.592
~- wild 1 0 tm	000,010	100,020	50	2,000,040	012,021	_,001,004

CIRCULATION STATISTICS

		Adult				
	Adult	Current	Adult	Total		Grand
	Fiction	Period	Class	Adult	Juvenile	Total
Main and Sta		05.054	1 10 100	000 000	40.500	440 101
	234,142	25,074	140,122	399,338		446,101
High School		1,246	13,431	26,833	•••••	26,833
Y. M. C.A.,	F 0.00		0.040	0.614		0.014
N. C. R.	5,369	2	3,243	8,614	970	8,614
Misc. Stat.		34	709 481	1,598	378	1,976 9,17 4
Brookville	6,743		-481	7,258	1,916	9,174
Total	259,299	26,356	157,986	443,641	49,057	492,69 8
Regional Bra	nches—					
East	48,359	11,736	11,486	71,581	30.383	101.964
West	49,207	10,078	16,958	76,243		111,568
E. C. Doren		10,306	9,214	57,692	32,086	89,778
Day. View	71,937	12,027	23,215	107,179	35,335	142,514
Westwood		6,426	7,416		33,091	86,032
Total	246,774	50,573	68,289	365,636	166,220	531,856
School Branc	hes-					
Brown	22,313	8,684	7,793	38,790	26,324	65,114
Cleveland	21,802	8,050	5.091	34,943	32,146	67,089
Emerson	14,115	5,171	2,533	21,819	23,428	45,247
Jackson	6,940	2,985	1,921	11,846	18,838	30,684
Lincoln	23,402	6,143	4.613	34.158	27,768	61,926
Patterson	15,448	5,917	2,765	24,130	27,090	51,220
Whittier	10,848	4,464	1,409	16,721	22,530	39,251
Wogaman	8.652	4,286	1,478	14,416	19,146	33,562
Wright	17,946	9,458	4,276		31,082	62,762
Wilght	<u> </u>		4,210			
Total	141,466	55,158	31,879	228,503	228,352	456,855
Bookwagon-	-					
City	35,278	14.499	5,956	55,733	88,932	144,665
County	29,015	26	6,613			
Total	64,293	14,525	12,569	91,387	104,542	195,929
Medical		•••••	90	90	•••••	90
Total	711 832	146,612	270 813	1,129,257	548 171	1,677,428
	111,002	140,012	210,010	1,120,201	010,111	1,011,120
Classroom—						
City Schools	,					
Public	******	******		•••••	35,395	35,395
Parochial		*********	********	**********	4,619	4,619
County Sch			********	••••••	44,933	
Total Classro	om		•••••	•••••	84,947	84,947
Grand Total	711,832	146,612	270,813	1,129,257	633,118	1,762,375

LIBRARY STATISTICS, 1938-1939

ARRANGED ACCORDING TO THE FORM RECOMMENDED BY THE AMERICAN LIBRARY ASSOCIATION

Annual Reports for the years ending December 31, 1938 and 1939.

Dayton Public Library and Museum. Dayton, Ohio.

Librarian, William J. Hamilton. Date appointed, Feb. 1, 1936

Date of founding, 1860. Dayton Library Association established 1847. Dayton Public School Library established 1855 merged into Dayton Public Library 1860.

Population served, 255,982. (City 200,982; County 55,000) (U. S. Census 1930)

Terms of use: Free for lending to residents of unit served.

Number of days open during 1939 (Central Library) 344, (305 days for lending.)

Holidays closed: New Year's Day, Washington's Birthday*, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, Christmas Day and Sundays*.

Hours of opening (Central Library): daily, 9:∞ a. m. to 9:∞ p. m.; Sunday, 2:∞-6:∞; Holidays, 2:∞-6:∞; total for week for lending, 72; reading and study, 76.

*Open for reference and reading only.

AGENCIES

Total number of agencies in 1939 (including Central Library), 549.

Central Library, 1.

Branches and sub-branches, 16.

Number according to housing: in library buildings, 5; other, 11.

Number by type: general service, 6; junior high school, 3 (serving public also); elementary school, 6 (serving public also); other, 1.

Stations and other agencies, 533.

Industrial, 1; Fire stations, 2; Community centers, 16; 456 Classroom libraries in 71 school buildings; Bookwagon stops, 58, served by two bookwagons.

CIRCULATION AND USE

CINCULATION AND	OSE			
N 1 6 1 1 1 6 1	1938	1939		
Number of volumes lent for home use—		•		
Adult non-fiction	260,006	270,813		
Adult periodicals	135,626	146,612		
Adult fiction	693,313	711,832		
Total Juvenile	572,647	633,118		
Grand Total	1,661,592	1,762,375		
Period of loan for the majority of adult book stock is 14 days. Number of inter-library loans—				
Volumes borrowed from other libraries	39	47		
Volumes lent to other libraries	119	140		
REGISTRATION				
Total number of registered borrowers—				
Adult	46,154	48,216		
Juvenile				
juvenine	23,742	23,005		
Total	69,896	71,881		
Borrowers registered during year, including				
Adult	15,917	1 ⁶ 5,359		
Juvenile				
juvenne	7,237	7,208		
Total	23,154	22,567		
Number of non-resident borrowers (in-				
cluded above)		476		
Fee charged non-resident borrowers, \$1.00 Registration period, 4 years.	for six mo	onths.		
BOOK STOCK				
Number of volumes at beginning of year	362,209	381,485		
Number of volumes added during year	29,751	38,504		
rumber of volumes added during year		30,504		
Total	391,960	419,989		
Number of volumes withdrawn from rec-	-			
ord during year	10,475	23,420		
Total Volumes at End of Year	-00.			
	381,485	396,569		
Number of newspapers currently received				
excluding duplicates	39	38		
Number of periodicals currently received		-		
excluding duplicates	736	721		
J	,,	,		

FINANCE

RECEIPTS FROM	1938	1939
City levy or appropriationState grants	1,000.00	\$299,709.54 400.00
Income from endowment and in-	00	28.28
vested fundsGifts		
GiftsFines, fees, memberships, etc	93.01 8,479.31	82.42 9,392.28
Rental (One Day Collection)		1,022.17
Other sources		
TOTAL		
PAYMENTS FOR LIBRARY	Ψ 2 05,929.20	¥311,430.11
Operating expenses—		
Salaries: Library staff	\$176,576.02	\$181,325.74
Salaries: Building staff		13,994.35
D. P. L. cont. to Pension Fund	· · · · · · · · · · · · · · · · · · ·	8,223.50
Books		41,521.59
Periodicals	4,318.43	4,362.54
Binding and rebinding	5,427.14	5,710.69
Heat, light, power, water	. 6,089.5 0	6,943.48
Insurance	957.38	297.86
Other operating expenses—		
Supplies, stationery, printing, etc Telephone, postage, freight, express		5,545.28
motor vehicle operation		2,937.93
Cleaning supplies and cleaning		,,,,,
equipment	425.20	498.20
Repairs, minor alterations, furniture		
equipment		
Other	. 1,412.48	1,215.74
Total Operating Expenses	\$261,940.25	\$274,268.62
Capital Expenses: Buildings, Sites, Addi	_	
tions, etc		2,621.44
-		
TOTAL LIBRARY	.\$280,900.02	\$276,890.06

PAYMENTS FOR MUSEUM—

Operating expenses—		
Salaries: Museum staff	\$4,520.71	\$5,515.62
Salaries: Building staff		
D. P. L. cont. to Pension Fund		116.33
Books	4.54	41.35
Periodicals	8.61	23.56
Binding and rebinding		
Heat, light, power, water		562.14
Insurance	79·4²	53.39
Other operating expenses—		
Supplies, stationery, printing, etc.	132.47	149.28
Telephone, postage, freight, ex- press, motor vehicle operation	21.14	28
Cleaning supplies and cleaning	31.14	38.57
equipment	14.71	15.97
Repairs, minor alterations, furni-	• •	
ture, equipment	618.69	499-35
Other		83.26
TOTAL MUSEUM	 _\$6,415.76	\$7,398.82

GIFT AND ENDOWMENT FUNDS BALANCE ON HAND, DECEMBER 31, 1939

C. R. Gilmore Memorial Book Fund	\$1,333.05
Miscellaneous Book Endowment Fund	242.04
Library for Blind Fund	79.54
Employees' Pension Fund	4,504.87
Miscellaneous Book Gift Fund	33.02
Museum Gift Fund	36.∞

Thirty Year Record of the DAYTON PUBLIC LIBRARY

N Year Ending Population	Iaintena nd		Regis- tered Borrowers	Circu- lation
Aug. 31, 1910117,349	\$ 28,155			276,409
Aug. 31, 1911	24,699	87,218		271,026
Aug. 31, 1912	24,628	89,600		262,490
Aug. 31, 1913	30,136	*47,990		145,449
Aug. 31, 1914	49,793	58,126	11,592	228,557
Aug. 31, 1915135,879	53,723	74,682	20,257	313,528
Dec. 31, 1926177,000	161,587	180,649	35,022	623,855
Dec. 31, 1927180,700	203,521	201,396	38,491	651,336
Dec. 31, 1928184,5∞	230,321	227,969	42,571	925,900
Dec. 31, 1929188,353	247,964	252,674	50,126	1,108,718
Dec. 31, 1930200,982	255,679	277,044	58,150	1,407,523
Dec. 31, 1931200,982	271,686	300,396	63,975	1,715,411
Dec. 31, 1932200,982	221,589	308,668	67,318	1,821,455
Dec. 31, 1933200,982	222,447	322,473	68,772	1,816,086
Dec. 31, 1934200,982	198,913	333,429	66,965	1,720,219
Dec. 31, 1935200,982	195,730	343,349	65,904	1,643,674
Dec. 31, 1936200,982	214,607	352,174	65,035	1,491,394
Dec. 31, 1937255,982**	222,172	362,209	66,270	1,475,383
Dec. 31, 1938255,982	261,940	381,485	69,896	1,661,592
Dec. 31, 1939255,982	274,269	396,569	71,881	1,762,375

^{*}Count after Flood.

^{**55,000} Population served in County.

THE UNIVERSITY OF MICHIGAN GRADUATE LIBRARY

DATE DUE

ONE WEEK

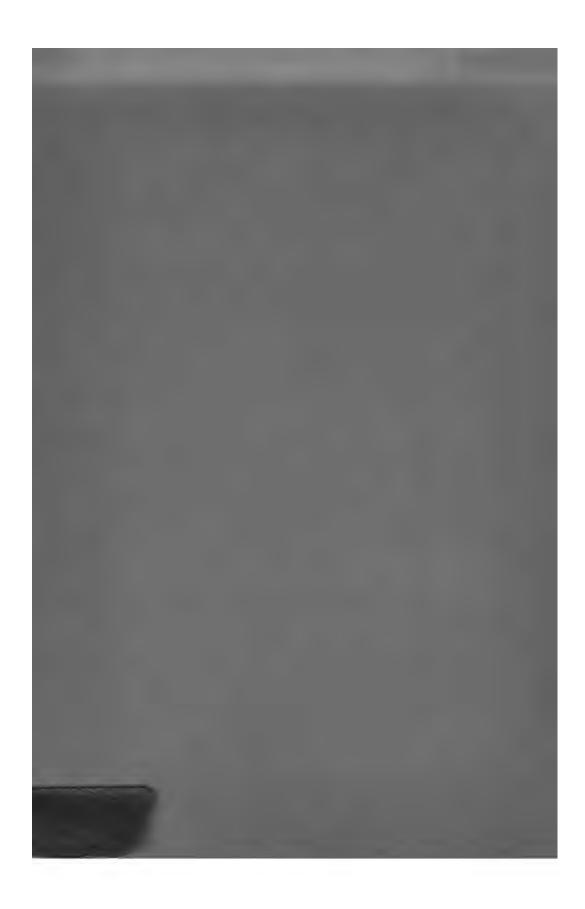
UK MUTILATE CARD

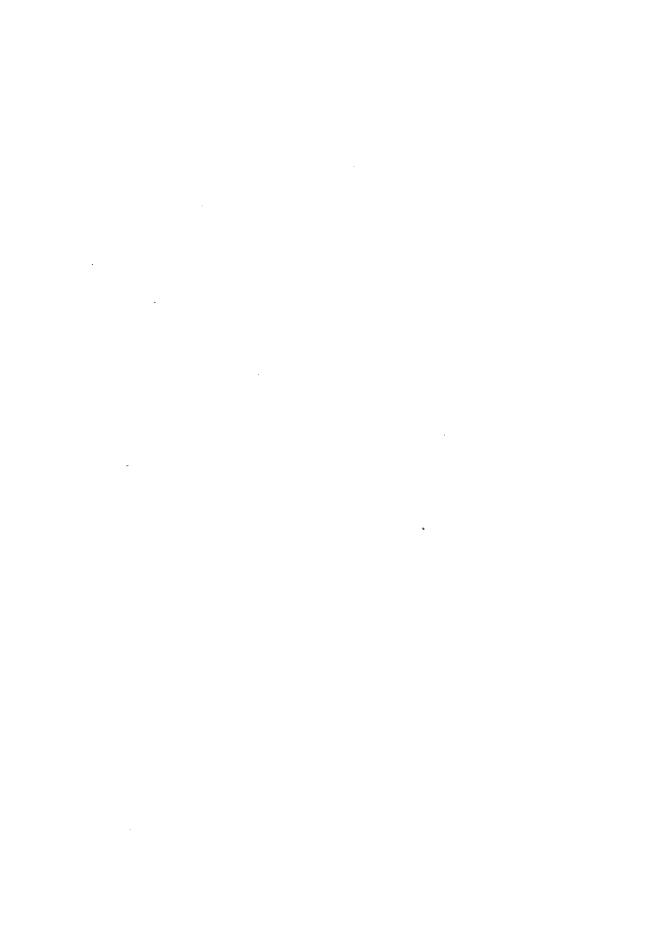


The DAYTON PUBLIC LIBRARY and MUSEUM

80th to 83rd ANNUAL REPORTS 1940-1943

DAYTON, OHIO





The DAYTON PUBLIC LIBRARY and MUSEUM

80th to 83rd ANNUAL REPORTS 1940-1943

DAYTON, OHIO



ROBERT G. CORWIN
President, Library Board, 1937-1940

Daylon Public Lebiary

BOARD OF TRUSTEES DAYTON PUBLIC LIBRARY AND MUSEUM

1940

	-	
Robert G. Corwin*		President
Mrs. A. F. Shepherd		Vice-President
		Perle L. Sagebiel
J. G. C. Schenck	ς	Frank D. Slutz
*Deceased October 26	, 1940. Earl C. Rov	ve appointed December 12
to fill unexpired term.		
_		
	1941	
Roy G. Fitzgerald		President
Mrs. A. F. Shepherd		Vice-President
		Perle L. Sagebiel
J. G. C. Schenck		Frank D. Slutz
•		
	1942	
Roy G. Fitzgerald		President
Mrs. A. F. Shepherd		Vice-President
		Earl C. Rowe
J. G. C. Schenck		Frank D. Slutz
•		
	1943	
Roy G. Fitzgerald		President
		Vice- President
		l Earl C. Rowe
	k	
J Journal		

LIBRARIAN
Secretary-Treasurer of Board
William J. Hamilton

Library Directory

MAIN LIBRARY

215 East Third Street

Telephone ADams 6281

Open Week Days 9:00 a.m. to 9:00 p.m.

Open Sundays 2:00 p.m. to 6:00 p.m.

(Except during summer months)

BRANCH LIBRARIES IN LIBRARY BUILDINGS

Open daily except Wednesdays, Fridays and Sundays 12 to 8:30 p.m.

East Carnegie Branch Library 2160 East Fifth Street
Esther Kelly, Librarian Telephone MAdison 4011

West Carnegie Branch Library

Clytie E. Strahler, Librarian

Also, De Soto Bass Courts Station, Germantown Street

Electra C. Doren Branch Library 701 Troy Street
Mildred S. Kalheim, Librarian Telephone FUlton 8681
Also, Parkside Homes Station, Keowee Street

Dayton View Branch Library 1515 Salem Avenue Catharine E. Suber, Librarian Telephone RAndolph 1721

Westwood Branch Library 3207 Hoover Avenue Ethel E. Else, Librarian Telephone FUlton 6282

Belmont Branch Library 1041 Watervliet Avenue Marjorie E. Shupe, Librarian Telephone KEnmore 3892

BRANCH LIBRARIES IN SCHOOL BUILDINGS

Brown Mrs. Mary Alice J. Potts, Librarian Parkwood Drive Tuesdays and Fridays

Cleveland Cecilia E. Schoff, Librarian Pursell Avenue

Mondays and Thursdays

Lincoln Esther Kelly, Librarian Nassau Street Wednesdays

Patterson Margaret E. Davis, Librarian Wyoming Street

Tuesdays and Fridays

Whittier Elizabeth V. Miller, Librarian Miami Chapel Road

Wednesdays

Wogaman Clytie E. Strahler, Librarian Germantown Street

Wednesdays

BOOKWAGONS

Mildred R. Phipps, Librarian

City and County Service

COUNTY BRANCHES

Brookville Public Library Gertrude Meyer

Doris Flory

West Carrollton Public Library
Mrs. Bessie D. Heeter, Librarian

MUSEUM

227 East Second Street

Telephone ADams 6281

Open Week Days 10:00 a. m. to 5:00 p. m.
Open Sundays 2:00 p. m. to 5:00 p. m.
(Except during summer months)

JOHN T. WOOD, Acting Educational Director KENNETH N. DEAROLF, Educational Director (On military leave)

Dayton Public Library and Museum Staff

JANUARY 1, 1944

William	. Hamilton	Librarian
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DEPARTMENT HEADS AND COMMUNITY BRANCH LIBRARIANS

Ethel E. Else	Westwood Branch
	Main Library Circulation Department
The Transfer of the Transfer o	Development Activities
	Branch and Extension Activities
*Edith Hoborn	Business Office
Virginia Hollingsworth	Catalog Department
Martha Ann Jones	Main Library Children's Room
Mildred S. Kalheim	Electra C. Doren Branch
Mrs. Grace G. Keator	Reference Department
Esther Kelly	East Carnegie Branch
Marie Amna Newberry	Acquisition Department
Mildred R. Phipps	Bookwagon Department
Mrs. Antoinette Q. Rohan	Co-ordinator, Children's Work
Marjorie E. Shupe	Belmont Branch
	High School Department
Mildred T, Stibitz	
Clytie E. Strahler	West Carnegie Branch
Catharine E. Suber	Dayton View Branch
*Maud L. Weller	Juvenile Cataloging

DEPARTMENT SENIORS WITH PROFESSIONAL DEGREES

Ruth Jean Ale
Carrie Bench
†Albert J. Biggins
Elizabeth V. Miller
†Albert J. Biggins
Mrs. Mildred S. Miller
Mrs. Mary Alice J. Potts
Mrs. Louise L. Custer
Margaret E. Davis

Elizabeth McCracken
Elizabeth McCracken
Elizabeth McCracken
Mrs. Mildred S. Miller
Mrs. Mary Alice J. Potts
Mrs. Jessie J. Price
†Earl J. Randolph

^{*} Part time **Absent on leave †Military service

Zoe M. Dexter Mrs. Jean McC. Dunlap Eva D. Edgerton Elizabeth Faries Doris H. Fuge Otillia M. Gordon Estella G. Grayson Mary E. Hendricks Anne L. Jones Louise D. Kulamer

Dorothy Scofield
Pauline Simmons
Mary Stanton
Suzanne Starr
**Helen M. Tattershall
Mrs. Dorothy B. Thorne
†Harold W. Tucker
Louise M. Turpin
Alice L. Wing

SENIOR ASSISTANTS

Ida E. Davis
Mrs. Lenore R. Falknor
Louise M. Gleim
Amanda Hay
Mrs. Edith M. Hendricks
Clara Hueffelman
Frederick W. Kabel
†Louis W. Keyer

*James McTaggart, Jr.
*Mrs. Helen B. Ruse
Cecilia E. Schoff
Nora Shearer
Ellen L. Strahler
Mrs. Dorothy S. Thompson
**Mrs. Lily N. Wise

JUNIOR ASSISTANTS

*Edward C. Colby
Verne R. Gorsuch
Mrs. Margaret C. Greaves
Zelma L. Groff
†Carl W. Hamilton
Adelaide P. Hawkins
*Mrs. Bessie D. Heeter
Elizabeth Hollaway
Betty Lou James

*Mrs. Ruth Goodbread Merhab Janet M. Parr *Mrs. Doris T. Reed *Mrs. Florence B. Sealey Mrs. Lucy F. Selig Mrs. Goldie M. Stauter Mrs. Lucetta S. Tanner †George W. Unterburger

SENIOR LIBRARY AIDS

Mrs. Susie N. Bilger Edith L. Blore Mrs. Leona S. Drillette Mrs. Alice B. Gulledge Mrs. Ruth G. Nafe Mrs. Dorothy W. Scholl Edith K. Stork Mrs. Rose C. Walkey Vivian Way

JUNIOR LIBRARY AIDS

Elizabeth E. Calvert Mrs. Catherine B. Kessler *Mrs. Lucile E. Peden

Norris D. Sanford Mrs. Lena W. Waychoff *Vivian R. James

CLERICAL AIDS

Eileen Clingman Mrs. Ruth D. Dwyer Mrs. Marjorie M. Estle *Doris Flory Mrs. Faye J. Gerlach *Forrest W. Grisso *Stella C. Hause

†Arthur Havens William L. Humphrey Mildred L. Johnson Myrna V. Johnson *Lenore M. Kinchen

†Marcellus Lowe *Gertrude Meyer Alma Olive John S. Sullivan †Maurice Toumey

Leone Lennox

BOOKMENDERS

Carrie E. Toedte, Head Annie Cavender

*G. Lillian Horn Mrs. Anna C. Kauflin Mrs. Margaret M. Selz

Laura E. Senne

Mrs. Pauline S. Von Freiberg

Mary A. Wittman

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MUSEUM

†Kenneth N. Dearolf, Educational Director John T. Wood, Acting Educational Director

Carmel Clements *Rosalie Gimprich †Maricn K. Hoffman

Irene Neher

*Forrest W. Grisso

BUILDING CARE

William Lause, Building Superintendent

Mrs. Zephyr R. Caesar Mrs. Senna M. Cotton Mrs. Gertrude M. Gebhart John E. Hendricks Charles O. High

*Orion M. Himes Mrs. Bessie A. Hoffman *Clark John

*Arthur W. Lehman

Lee R. Long Charles M. Rose William H. Runyon Roy H. Shields Joseph Toedte

FOREWORD

The Dayton Public Library and Museum is the name of the public corporation embodied in the main structure in Cooper Park, the six branches in owned buildings in the different parts of the city, the six branches in public schools, the rural branches at Brookville and West Carrollton, the Natural History Museum at Patterson Boulevard and East Second Street, and the Bookmobiles operated, one in the city and one in the county outside.

425,000 volumes of books, Scientific, Reference, Educational, fact and fictional, are available to instruct, to improve, to amuse and delight the people now residing in Dayton and Montgomery County. These libraries are the real fountains of youth, of inspiration and happiness, and serve the needs of our people with greater effectiveness and economy than any institution of learning.

Here our young people can catch the fire of enthusiasm for progress and culture, and here all the records of civilization are spread out for them to acquire the accumulated learning of the world, and all with little or no expense to the individual.

Do you want to repair an electric battery? Go to the Public Library. Want to know how the Babylonians or the Assyrians or the Sumerians lived? Go there. What have the greatest minds of the world, of all countries, thought and written? Find it all at the Public Library in English—or, if you prefer, in French or Spanish or German or other language. Does one want to learn about the animals and plants of the Miami Valley of today or 10,000 years ago? Visit the Museum. Every boy and girl, every man or woman in our country, no matter how great the handicaps, may acquire all the knowledge dispensed at the great universities of the world—Oxford, Heidelberg, the Sorbonne, Harvard, Yale or Princeton, just by taking advantage of the opportunities at the Public Library.

Books are true friends, always eager to respond to our moods: cheer, solace and delight us. In books we may visit all the parts of the earth and be part of all the glorious events of recorded time.

The wisest thoughts of the wisest men are here, like jewels to become our treasure for the taking. Seek happiness in the books of the Public Libraries of Dayton. It's waiting there for you.

ROY G. FITZGERALD,
President, Dayton Public Library Board of Trustees.

THE LIBRARY BOARD

The management and control of the Dayton Public Library is vested in the Board of Library Trustees. In the early days of the institution's history it was in charge of a Committee from the Board of Education but 1887 legislation made possible the appointment of a separate Library Board. This new and independent Board was appointed and organized just prior to the occupancy of the present Main Building in Cooper Park and has thus served the Community for the past 57 years.

There are seven members of the Library Board elected for seven year terms by the Board of Education, one member's term expiring each year. The Trustees serve without compensation, holding regular meetings on the second Wednesday of each month. The Board President is Mr. Roy G. Fitzgerald who served as a Library Trustee from 1915-1924, and returned to the Board on the death of Dr. J. P. Landis in 1937. The Vice-President is Mrs. A. F. Shepherd, a member of the Board since 1929. Mr. J. G. C. Schenck ranks as senior in point of service, having been a member continuously since 1921. The Librarian acts as Secretary-Treasurer.

Until recently the Board of Trustees operated under By-laws adopted in 1892 when conditions were naturally very different from those of today. There were then 32,000 volumes in the library and 96,000 home circulations, as compared to today's 425,000 volumes and the circulation of 1,743,000 in 1940. At that early day the entire staff consisted of Miss Minta Dryden, Librarian; Miss Electra C. Doren, Assistant Librarian and Cataloger, with three assistants; Mr. Frederick H. Cook, Miss Mary Althoff and Mr. Harry Lydenberg, besides one janitor and one messenger. Naturally the Board members had to handle a heavier share of the Library's working detail which today can be transferred to a strong, well trained staff.

There was accordingly adopted at a Board meeting June 16, 1942 a briefer code of By-laws for the Board's activities, and the following sup plemental "Statement of Policies of the Library Board" was also prepared.

STATEMENT OF POLICIES APPROVED BY THE TRUSTEES OF THE DAYTON PUBLIC LIBRARY AND MUSEUM

SEPTEMBER 2, 1942

- The laws of the State of Ohio as interpreted by the courts and the Attorney General shall be followed. If any construction of law made by the Attorney General does not seem reasonable nor for the best interest of the Library and Museum service, it may be disregarded on advice of counsel, the reason being entered in the minutes of the Board.
- 2. While cooperation in raising money for the Community Chest, Red Cross and other worthy public and charitable purposes will be encouraged, no pressure shall be brought on any employee.
- No member of the Board or relative of a Board member or of any
 executive may be employed except under such special circumstances
 as will warrant unanimous approval, which shall be entered in the
 minutes.
- 4. In the purchase of materials and supplies and service and for all employment, when all else is equal, preference will be given to residents of the School District of Dayton and vicinity, but always the good of the Library and Museum service shall control.
- Employees shall be paid from the funds allowed by law on standards maintained by similar public institutions under like conditions.Special and extraordinary service shall be recognized and rewarded.
- 6. The Board having secured a competent librarian and administrator, shall be kept well informed. They shall endeavor to encourage, stimulate and inspire the librarian and staff in every effort to improve and extend library service, yet will not ordinarily interfere in details of management. Voluntary performance by Board members of duties ordinarily performed by staff members shall not be encouraged. Communications of staff members for consideration by the Board shall be in writing and in duplicate, one duplicate to be delivered to the librarian and one to be delivered to the President of the Board.
- 7. Annually, or at intervals of not more than five years, the Board shall make, or cause to be made, a critical survey or evaluation of the service of the Library and strive to find out what improvements may be made.

- 8. No member of the Board or staff of employees shall enjoy any library privileges not accorded the public, but may purchase books for themselves at library discount prices and may examine and peruse books in advance of general circulation in maintaining knowledge of current purchases and passing judgment on selections.
- The Library shall be made an Information Center for the Community and a supply of government and other publications of rules, regulations, information and instructions of interest to the Community shall be maintained and advertised.
- 10. The Library shall continually seek, for purposes of preservation, the possession of records, documents, letters and papers relating to local history and people; keep a file of all persons of the community serving in the armed forces of the nation in time of war; and strive always to adapt its service rapidly to changing conditions and needs, and, in times of war or public stress, contribute its utmost.



SIGMUND METZLER
Director of Museum, 1929-40

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Museum Report 1940 Through 1943

To the Board of Trustees and Librarian:

Sirs: I have the honor to present you with a brief resume of the activities of the Dayton Public Library Museum for the four-year period from January 1, 1940 to January 1, 1944.

This period has been marked by greater change in staff, and physical arrangements, than any similar era in the history of the institution.

1940 was the final year of the Museum's occupation of the Library annex. During this year the late Dr. Sigmund Metzler was Director Emeritus, Mr. Kenneth N. Dearolf, Educational Director and Mr. Robert Sagebiel, Assistant Curator. Antioch College cooperative students aided, and Parker Vocational High School students did stenographic work. The latter half of the year was devoted to preparing for the transfer from the annex to the Roberts' Building, located at the corner of Patterson Boulevard and East Second Street.

Many thousand specimens were cleaned, checked with the catalog records, and carefully packed for transfer. While Mr. Dearolf and the students carried out this work, Dr. Metzler continued to direct the educational efforts of the institution.

The first five months of 1941 were spent in moving the Museum, and rebuilding the cases. The exhibit cases in the annex had been largely horizontal, lighted by fixtures which hung from the ceiling. The new lighting system was made possible through re-designing the cases into vertical units. The new cases took two-thirds the amount of space consumed by the same exhibit area in the former location.

Mr. John Bennett was employed in October, 1940 to handle the dual responsibility of maintenance supervisor and cabinet-maker. His wide experience made the reconstruction on exhibit cases very successful. He served the Museum with great loyalty until his death in October, 1943.

Dr. Sigmund Metzler was appointed Director Emeritus in 1940. His period of directorship had been by far the most productive in the history of the institution, and under his leadership the Museum had gained such popularity that the total annual attendance approximately trebled itself in the first five years. His background in educational work made possible the realization of some of his dreams, his hope for a "University of the People," where all might share in the mysteries of science he interpreted.

During the 12 year period the Museum was led by Dr. Metzler the free Sunday afternoon lectures, and school class programs were organized. These two activities alone have made the Museum important to many thousand visitors. Dr. Metzler retired from active participation in Museum matters in April, 1942 due to the state of his health. The Museum lost its greatest friend when Dr. Metzler passed away March 13, 1944.

In February, 1941, Marion K. Hoffman was hired as preparator. He designed and executed the building of the Rocky Mountain Sheep and Goat exhibits, and the Black Bear and Fox habitats. He also cleaned and repaired all mounted exhibits, and preserved new material. He left the Museum in November, 1942 for duty with the Marines.

Mr. Dearolf, assistant for the previous two years, was appointed Educational Director in 1940, a position he held until he left for the armed services in April, 1943.

He worked out the exhibition policies in the new quarters, designed most of the exhibits, and worked out plans for scientific study collections. Diagrammatic charts and models were used in place of the multitude of specimens which had been exhibited in the annex, in an effort to make the exhibits more of an education to the visitors.

At that time the Acting Directorship devolved upon the writer. An Antioch graduate, he had worked with Mr. Dearolf and Dr. Metzler in the old annex location and had been connected with the Museum since January, 1939. The remainder of 1943 was a period of experimentation in which the Acting Director studied the public's demands of the Museum. In the month of August, the total attendance was 50 percent greater than the former all-time high and the year's total attendance showed a 25 percent increase over 1942.

In the latter half of 1943 the Egyptian Room on our third floor was built to simulate a corridor in the Temple of Thebes. It has drawn wide-spread interest, as the decorations by the staff are appropriate and successful.

The Museum at present continues full time regardless of its shortage of specialized workers, while educational work and lecture programs are constantly establishing new highs in visitor utilization. Scientific work, initiated by Mr. Dearolf, is checked until the return of adequate workers with the exception of the herpetological study collection prepared by the Acting Director. No maintenance supervisor has been obtainable and the foremost need of the Museum at this time is a placement in this position. In this connection, special tribute should be paid to the young women of the Staff who have shouldered heavy tasks.

Respectfully submitted,

JOHN THORNTON WOOD,

Acting Educational Director.

Report of the Librarian

To the Board of Trustees of the Dayton Public Library and Museum:

I am submitting herewith a quadrennial report for the years 1940-43, covering the period up to the 83rd annual report. A biennial statement is more satisfactory, but this was one of our first war casualties in 1942.

In 1948 the Public Library will celebrate one hundred years of continuous community service since the Dayton Library Association, one of the progenitors, was organized in 1848. Plans for this anniversary should include a history of the development of our institution from its start in the old Phillips Building at the S. . corner of Main and Second Streets, now the site of Winters Bank.

BOARD OF TRUSTEES

Several changes have taken place on the Board of Trustees within the four year period covered by this report. The sudden death of Mr. Robert G. Corwin, on October 26, 1940, deprived the Board of its President and the Library of a friend who gave himself generously to its service. Mr. Corwin's place as President of the Board was filled by the election of Mr. Roy G. Fitzgerald, while Mr. Earl C. Rowe was appointed to complete Mr. Corwin's term as a member of the Board.

In 1941 Dr. Albert F. Kuhl was appointed to succeed Mr. Perle L. Sagebiel as a member of the Board. Mr. Fitzgerald in 1940, Mr. J. G. C. Schenck in 1942, and Mr. Rowe in 1943 were reappointed as their terms expired.

STAFF CHANGES

During the past four years, eleven members of the Staff reached the retirement age. All of them had been connected with the Library for many years and were highly valued by other members of the Staff and by patrons of the Library. Those who have retired are: Miss Elizabeth B. Doren, Vice-Librarian and head of the Acquisition Department; Mr. Frederick H. Cook, head of the Reference and Technology Department, who had served the Library loyally for fifty-one years; Mrs. Mary A. Knaub and Miss Anna K. Kuntz of the Mending Department; Mr. Sigmund Metzler, Director Emeritus of the Museum; Miss Maude S. Miles, formerly Librarian of West Branch and later a member of the Circulation Department; Mrs. Irena B. Mitchell of West Branch; Mrs. Alice K. Neibel, head of the Shelf Department; Miss Helen Pearson of the Reference Department; Miss Bertha C. Walter of the Mending Department; and Mr. William L. Winfield, Chief Custodian.

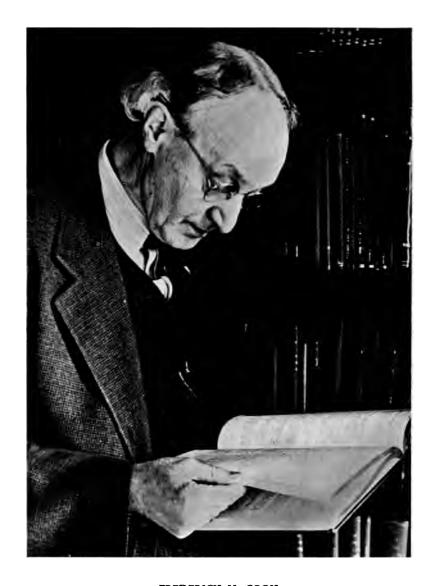
Special tributes are difficult and yet they should be paid to Miss Doren, Mr. Cook and Mrs. Neibel, while Mr. Metzler has been discussed in the Museum report.

Miss Elizabeth Bragdon Doren, with the modesty and unselfishness which has always characterized her activities, refused to permit any demonstration by the Staff when she left us and would not allow us to mention her contribution to the Library's development. The Librarian, however, feels that this report cannot be issued without a tribute to one, who, during 36 years of service did so much to develop the unusual staff spirit which characterizes the Dayton Public Library since as Vicelibrarian with her sister, Miss Electra C. Doren, with Miss Clatworthy, Mr. Rice and the writer, she bore a great share of administrative responsibility in relationships with staff members and department adjustments. Also, as Head of the Acquisition Department she has left her impress on the growth of a fine well-rounded book collection, with special interests in the Arts and Philosophy divisions. A student with a twinkle in her eye and a thoroughly human personality she aroused deep affection among her friends and associates.

We cannot forbear quoting lines from the beautiful poem dedicated to her by her friend Mrs. Mildred Hayward in the latter's volume—Miracle at Sea.

We find her always busy with the pages
Of Dayton's library of a myriad books,
And there she drinks red wine with ancient sages.
Her thoughts reflect their wisdom as pure brooks
Reflect the willows rooted at their side.
Sparkling her wit as the sun on rippled creeks,
Her joy like golden lilies scattered wide
On the isle of Paros sacred to the Greeks.

The Board has honored Mr. Cook, Reference Librarian, by giving his name to the Library's Main Reference Room which is to be called Cook Hall. Entering the Library as a page in 1891, Mr. Cook had given active, unstinted community service for fifty-one years on his retirement in 1942. He knew our book collection intimately, he enjoyed the public contacts thoroughly, and he had an abiding interest in the younger members of the Staff which made him deeply beloved by all. The



FREDERICK H. COOK

Reference Librarian

On Dayton Public Library Staff, 1891-1942

readers whom he served so devotedly and so effectively, regret his absence keenly.

Mrs. Alice Kile Neibel entered the service of the Library just after the great flood of 1913. She worked in various departments of the Library before being placed in 1918 in charge of the Shelf Department and the training of the pages. This is the field in which she is best remembered. Hundreds of young men now doctors, lawyers, merchants, and congressmen passed through a vigorous but kindly discipline at her hands and received a thorough training in business principles and community obligations.

There were three losses by death: Mr. Clarence E. Rhoades and Mr. George E. Carlier of the Janitorial Staff in 1940 and Mr. John E. Bennett of the Museum in 1943.

War conditions were chiefly responsible for an unprecedented number of resignations—112 in four years—, a rate of turnover which has created many administrative problems since few people were available for replacement. Some resignations were for personal reasons and some because of library openings in other areas, but a large proportion were due to increasing opportunities for better paid work in industrial and governmental war activities in Dayton. Of those who resigned Mrs. Mary H. Wimmers, Mrs. Margaret Moore, Miss Jane Errett, Mrs. Mildred A. Linskey, Mrs. Thesel H. Sims, Mrs. Margaret Stahl, Mrs. Janice D. Bach, Mrs. Eliza P. Coleman, Mrs. Edna M. Ganger, and Mrs. Marie N. Rasey had been members of the Staff for fifteen years or longer. As of December 1943 eight men from the professional staff and four from the clerical staff were on leave of absence for military service. The first group was made up of Albert J. Biggins, Kenneth N. Dearolf, Carl W. Hamilton, Marion K. Hoffman, Louis W. Keyer, Earl J. Randolph, Harold W. Tucker, and George W. Unterburger. In the second group were James Davis, Arthur Havens, Marcellus Lowe, and Maurice J. Toumey. In addition five senior pages went into the service directly from their library assignments—Jack Baudendistel, James Blore, Cecil Calvert, Bernard Doody, and Harold Walter.

It has been customary to hold training classes during the summer in which prospective appointees were trained for positions on the Staff. There were 12 members of this class in 1940 and 10 in 1941. In 1942 and 1943, however, there were not enough applicants to make it feasible to hold a class. A plan was developed by which in-service training was given after appointment but just three women were trained in this way in 1942 and five in 1943, so that the Library is deplorably understaffed especially in the essential lower clerical ranks.

REORGANIZATION

With the leaving in January 1942 of a number of important department heads there came a number of staff changes. As Miss Doren's successor, Miss Marie Amna Newberry came from Electra C. Doren Branch to take charge of the Acquisition work. Her place at the Doren Branch was taken by Miss Mildred S. Kalheim from Belmont Branch where first Miss Doris Fuge and then Miss Helen Tattershall took charge until the appointment of Miss Marjorie E. Shupe last summer.

Mr. Cook's place as head of the Reference Department was taken by advancing Mrs. Grace G. Keator to direct the combined activities of the Reference desks on both second and first floors, with Mrs. Jessie J. Price and Miss Mildred Stibitz serving as lieutenants at the respective desks. To Mrs. Keator was given the general supervision of the Shelf Department, with Miss Louise Gleim in direct charge.

In the Museum with the retirement of Mr. Metzler, Director Emeritus, Mr. Kenneth N. Dearolf took charge of activities as Educational Director until his summons to the Army when Mr. John T. Wood was appointed as Acting Director.

In February 1942 with the resignation of Mrs. Linskey the Branch and Extension Agency was established with Miss Helen Haug as supervisor in charge of all branch and bookwagon activities. The librarians in charge of the Bookwagon and the Regional Branches retained their status as department heads, however.

The position of Coordinator of Work with Children was set up in August 1943 and Mrs. Antoinette Q. Rohan was appointed to fill it. Her duty, as defined, is "to assist and counsel with the Children's Librarians of the branches and agencies, to preside over the monthly book meetings, to plan for publicity, talks, visits, and story hours and to stimulate the service that the Dayton Public Library system offers to boys and girls of the community."

A Department of Public Relations was also set up in 1943 to take charge of library publicity and the coordination of relations with groups and organizations needing library service. Miss Mildred Stibitz was appointed director of this department, Miss Doris Fuge taking her place as Senior Assistant at the First Floor Reference Desk.

NEW BUILDINGS AND IMPROVEMENTS

Branch service was established in two sections formerly served by the Bookwagon. On December 5, 1940 Belmont Branch was opened in a

remodeled store room at 1041 Watervliet Avenue. No formal ceremonies were held but the public was invited to visit and inspect the Branch the day before it opened. During the previous summer the Library had been forced to close its branch in the Wilbur Wright High School because school reorganization took over for other use the space formerly occupied by the Library. Both staff and book collection, however, were used in the new Belmont Branch which serves patrons from the southern end of the Wright district.

A branch was opened in West Carrollton at 109 N. Elm Street in March 1942. The work was placed under the supervision of the Branch and Extension Department of the Dayton Library but space was provided by the community, local schools constructed shelving, and Robert Brown of West Carrollton and the Kelso-Wagner Company of Dayton furnished the lighting. The establishment of the Branch was sponsored by town officials and the women of the Research Club, led by Mrs. J. H. Dodds, Mrs. C. S. Graham and Mrs. Charles Cassel.

In the spring of 1941 two former Springfield city transportation buses were bought. After reconditioning and remodeling they were put into service by the Library as City and County Bookwagons in June and December of that year.

The moving of the Museum to its new quarters in June 1941 made possible numerous changes in the Main Library building. The space vacated in the annex was prepared to store newspaper, document, and magazine files, enabling us to clear the upstairs Reference Room of crowded unsightly book stacks which with the old charging desk had occupied half the room. We have now a beautiful reading room with almost twice the floor space for our general reference work with periodicals, our local history files, documents, Technology and the Arts. There is open shelf access to part of the stack room, while the re-arrangement of the main room to which Mr. Cook, Mrs. Keator and Mrs. Price gave much careful thought permits more table space for patrons, much better supervision, and more convenient desks and work space for the staff. New floor covering, a sound-proof ceiling and well planned fluorescent lighting have greatly altered and improved the appearance of the department.

The rearrangement of our shelving plans involved the physical handling and shifting of about 200,000 volumes, at least four-fifths of all the books at the Main Library, at a cost of \$6,800. New wooden wall shelving for the Main Reference Room and upper hall and three, ninesection banks of double face newspaper shelving with 14 wall sections of the same were obtained from Remington Rand. Under Mr. Lause's careful supervison about fifty sections of double face metal book shelving were rescued after ten years of attic storage and reassembled, some



NEW BOOKWAGONS DECORATED

thirty of these in the large library annex room in the new Museum building.

Hither were transferred from the basement stacks adjoining the Main Children's Room, the 15,000 volumes of the School Class Room Loan Collection. To the shelves thus vacated came the Stations fiction collection (many worn books and unused duplicates being discarded in this process) from the second and third stack levels. Wooden shelves were built in the lower halls of the stairways connecting the old Museum floor with the Main building, and here we transferred part of the Stations non-fiction with the Sociology volumes flowing on into the northern aisle of the lower stack level. The two southern aisles on the third stack level with half of a third aisle now house the Stations non-fiction from Class 400 on.

This gave us temporary relief for spreading out the desperately overcrowded open shelf sections accessible to the public on the first and second stack levels. The foreign language books, now but seldom used, were transferred to less conspicuous shelves though still easily accessible at the south end of the first and second levels. To the third level were moved, after careful mathematical calculation, all the bound magazines from the fourth stacks which were to be used for Reference Room Open Shelves. Space was left for four years growth and at the end of three years we are again worried as to "where next". The gov-



FOR CENTENNIAL PARADE, JUNE 21, 1941

ernment documents also on the fourth floor of the stack have been largely transferred to the former Museum floor of the Patterson Boulevard Annex.

Additional improvements in the Main building included an extremely useful ramp connecting the former Museum floor with the Reference Department, and affording additional shelving space. The project also provided in the north side of the building two new multigraph rooms for the Catalog Department and space is available for another elevator to serve eventually the floors planned above the present Catalog wing and the upper floors of the Annex. A new roof and weatherstripping were provided for the Annex also.

The sale of the old printing press and other equipment unused for the past ten years made possible every advantageous use of the former Printery by the Shelf Department. New shelves were built by our janitorial staff, with ingenious adaptation to the protruding bases of the old walls, and we have now a sunny, well-lighted work room in space that was formerly wasted.

With the help of the Dayton Department of Parks a retaining wall was built around the terrace at East Branch and the back lawn at Westwood Branch was seeded and planted with trees and shrubbery.

CONDITIONS IN DAYTON

The years from 1940 through 1943 marked a period of expansion and change for Dayton and the surrounding area. According to census figures the population in 1940 was 210,718 for the City itself and 295,480 for Montgomery County. By 1943 the Dayton Chamber of Commerce estimated the City population at 250,000 and the County at 355,000

Industrial employment increased from 48,500 employed in 1940 to 69,000 in 1943. Payrolls rose from \$100,000,000 to \$210,000,000 during the same period. In 1940 Patterson and Wright Fields employed a few thousand men and women. By the beginning of 1943 Air Service Command Headquarters and Signal Corps activities had been placed in and near Dayton and the total number of civilian and military personnel in government employment had increased about fifteen times. Although the peak number was reduced during 1943 by about one-third, government activities continued to make considerable impression.

Those brought in by business or military duties ranged from unskilled workers from rural areas to highly trained scientists and specialists. Representatives of the various United Nations, particularly English, Canadian, Chinese, and Russian, were stationed in Dayton as well as Americans from every part of the country.

These changes in population as well as war conditions in general inevitably affected the Library and its service to the community.

CHANGES IN LIBRARY SERVICE

Although new residents were scattered throughout the city, groups of them were located in the housing projects sponsored by the federal government in and near Dayton. Library service of some kind was provided for each of these as it was completed. The Bookwagon makes one stop at the Edgemont Housing Project and three at Overlook Homes. Sub-branches, open one day a week, have been maintained at the De Soto Bass Courts and Parkside Homes, managed by members of the Staff of the West and Electra C. Doren Branches respectively. McGuffey Homes and Homeview Courts are within walking distance of branches.

Because of Vandalia's phenomenal growth there is a real need for a branch in that community in the near future. Present library service includes Bookwagon stops near the intersection of Routes 25 and 40 in the heart of the town, at both schools, and at Airline Heights, a real estate development immediately north of the town. There is also a

BOOKWAGON DEPARTMENT GIVES SERVICE UNDER DIFFICULTIES, WHEN REGULAR APPARATUS IS LAID UP FOR REPAIRS.



WEST CARROLLTON



MORAINE CITY 27

deposit collection at the Army Air Forces Technical Training Detachment stationed there. But these are hardly sufficient to provide proper service for this booming community.

Futher adaptation to community needs was made by adjusting registration requirements. In March 1942 rules were relaxed so that men in uniform and civilian employees of Wright and Patterson Fields might receive library cards immediately upon registering if they were able to give the name of a superior officer or immediate supervisor. Employees of any of the fields and their dependents were made eligible for free cards whether they were residents of Montgomery County or not. A further effort to make the library accessible to those brought to Dayton by the war consisted of issuing free temporary cards to men in uniform here for a short time.

Staff shortages and gasoline and tire rationing necessitated some changes in the Library's work. With January 1944 adult book loans will be made for four weeks instead of two, thus obviating the need of renewals. This should reduce the clerical work involved in sending overdue notices and making renewal records. In May 1942 Bookwagon schedules were curtailed and stops made in the city every other week instead of weekly as before. In September of the same year staff shortages compelled the closing of Jackson and Emerson School Branches. After March 1943 East, West, Electra C. Doren and Dayton View Branches were closed on Wednesday as well as Friday. At the same time Lincoln School Branch hours were changed and the branch is now open only one day a week, Wednesday, instead of the former two days. It was assigned for operation to the staff of East Branch, while West Branch operates the Wogaman School Branch also open Wednesdays.

REGISTRATION

The number of borrowers registered has fluctuated. An increased number of registrations was recorded in 1941 and 1942, when population was increasing rapidly. With the slowing up of circulation use came a falling off in re-registrations. The total number and the number of adults registered during 1943 went back to approximately the 1940 level. Juvenile registration, however, showed an increase in 1943 over the three previous years.

The number of transient cards issued is an indication of the number of temporary residents in Dayton. There were 52 such borrowers in 1940, 69 in 1941, 80 in 1942, and 101 in 1943. Of the last number 32 were men in uniform who took advantage of the opportunity to use free transient cards.

An informal count of borrowers from Wright and Patterson Fields

was kept during 1941 at the Main Circulation Department, which registered 940 employees and members of their families, and at Dayton View Branch, which showed 344 such registrants. A record later kept throughout the Library system showed that 4,106 military and civilian government personnel and members of their families registered in 1942 and 4,036 in 1943.

CIRCULATION AND READING TRENDS

In common with many other libraries, the Dayton Library found that circulation figures have decreased sharply as employment increased and patrons became involved in war activities. A line showing circulation statistics falls in almost exactly the same proportion that a line showing payroll and employment increases rises. The falling-off was evident in all departments and branches of the Library although the decrease in juvenile circulation was much less than that in adult. The number of books lent for classroom use returned to above its 1940 and 1941 level in 1943 after a decrease in 1942. Bookwagon circulation showed somewhat less of a reduction during all four years than any other agency or the system as a whole.

The type of reading done is shown in part by analyzing the statistics for the different classes of books. Non-fiction declined less than fiction and there was a slight increase each year in the percentage of non-fiction borrowed. It is interesting to note that in 1942 there was an increase in the number of books on language, probably due to the attention paid to the study of foreign languages in connection with the war. Books about the war, classed with history, are undoubtedly responsible for the fact that this class alone shows an increase that was very noticeable in 1942 and continued in 1943.

Demands for technical information kept the circulation of books in the Science and Technology sections at a high level through 1940, 1941 and 1942. By 1943 the demand had apparently been satisfied and fewer books of this type were circulated although technical books formed the largest single group circulated throughout the four years. They made up 11 percent of the total non-fiction in 1940, 12 percent in 1941, 14 percent in 1942, and more than 13 percent in 1943.

The effect of the war was shown in some of the subjects most frequently requested: description of countries in war zones, personal narratives of the war, vegetable gardening and canning, and post-war planning. Indirectly the war was responsible for an interest in personnel management and foremanship because of increasing personnel problems in industry. There were also requests for escape reading and for books "which have nothing to do with war."

BOOKS MOST IN DEMAND

According to the record kept in all branches and departments and compiled by the Circulation Department, the following individual titles were most popular each year:

Fiction		Non-fiction					
1940							
Steinbeck Mitchell Llewellyn Morley Du Maurier	Grapes of wrath Gone with the wind How green was my valle Kitty Foyle Rebecca	Hitler Johnson yVan Paassen Keith Adler	Mein kampf I married adventure Days of our years Land below the wind How to read a book				
1941							
Hemingway Steinbeck Mitchell Roberts Cronin	For whom the bell tolls Grapes of wrath Gone with the wind Oliver Wiswell Keys of the kingdom	Krebs Hitler Shirer Johnson McCann	Out of the night Mein kampf Berlin diary I married adventure Nostradamus				
	1	942					
Bellamann Steen Buck Cronin Steinbeck	Kings Row Sun is my undoing Dragon seed Keys of the kingdom The moon is down	Shirer Chase Ziemer Hitler Rawlings	Berlin diary Past imperfect Education for death Mein kampf Cross Creek				
1943							
Douglas Bellamann	The robe Kings Row	Willkie Hargrove	One world See here, Private Hargrove				
Davenport Werfel	Valley of decision Song of Bernadette	Derounian Skinner	Under cover Our hearts were young				
Hale	Prodigal women	Tregaskis	and gay Guadalcanal diary				

REFERENCE WORK

The Reference Department reports that shift in interests on the part of patrons is evident from the change in questions asked. During 1940 and 1941 patrons of this department were concerned with training for new kinds of work and with problems that came up with the rapid conversion of industry to war production. By 1942 and 1943 these problems appeared to have reached some solution and reference questions began to reflect the presence of the government agencies located in Dayton. The burgeoning of Wright and Patterson Fields and the Air Service Command brought us many new technical aeronautical questions, for example, a request for information on airplane engine reaction to desert conditions. There came also many new technical demands such as those for books on Marine Engineering hitherto unused in landlocked Day-

ton, and books on the use and preparation of lenses and optical glass. Many less-technical questions were also concerned with the war. Maps and atlases were used to trace war events and also to attempt to locate friends and relatives in the armed services. The Reference Department was frequently called on for help in deciphering cryptic references which had been disguised to pass through censorship. Many young men were interested in the mental and ability tests used in placement in the army and navy.

Among interesting requests was one from an aircraft company for a list of technical books and recreational reading to form a library at a repair center in an isolated tropical region. Another was from a bus company which asked for a bibliography about places in Ohio and nearby states to provide information for their employees.

The department was much handicapped in June 1942 by the call to army service of Harold W. Tucker, who just the preceding September had taken up with enthusiasm and intelligence work with men in technical and business pursuits. Mr. Tucker prepared five practical booklists Machine Shop Work, Radio Repairing, Sheet Metal Work, Welding, Wood working, which were widely distributed with a useful Checklist of Technical Magazines in The Dayton Public Library issued previously.

Special projects that have been carried on include a file of information about Miami Valley Service men and women. All articles that refer to them are clipped from the local papers, mounted in scrap-books and indexed. A War Information File has also been maintained to care for clippings on all phases of the war as it affects Dayton and its vicinity. These cover such facts as the names of government officials, information on civilian defense, housing, child care, the effect of the war on schools.

Since 1942 an effort has been made to secure the best of the many pamphlets and papers dealing with post-war problems and these have been placed in a special file on the first floor where they are used often by all types of patrons.

ACQUISITION DEPARTMENT

In the years from 1940-1943 changes were made both in routines and arrangement. Fluorescent lighting was installed above the record case where some files were rearranged. The outstanding order file developed into a process file covering titles from time of order through the time of cataloging. A stock storage collection of titles duplicating those in Main was started in the gallery of the old Museum floor. It is made up from material sent in from Branches where no longer needed and

from gifts. Books from the closed Branches not absorbed elsewhere formed the nucleus.

Pamphlet ordering increased considerably during this period especially in 1942 and 1943. Gifts of books and pamphlets totaled 18,909 in the four year period, with almost as many gift magazines. Due to shortage of staff some of these books have not yet been handled.

LIBRARY OF MONTGOMERY COUNTY MEDICAL SOCIETY

In the fall of 1941 lack of space led the Medical Society to request the Public Library to remove a large portion of the older medical books from the Society's quarters. These had been loaned by the Public Library and installed on the Society's library shelves in 1919. Originally operated as a Public Library station the relations between the institutions had become pretty tenuous, and books from this earlier collection were so seldom used that space could not be spared for them. The Public Library was unable because of staff and shelf shortage to take more than a third of the books the Society wished to surrender, and final disposition of these as well as the remainder is still a puzzling problem.

W. P. A.

The WPA project, begun several years before, continued through a part of this period. About twenty-eight persons were employed during 1940 and 1941 but in 1942 they began to take positions elsewhere, largely in war industries. By the end of 1942 the project was closed though a few of those who had been working under it accepted permanent positions with the Library.

WPA workers were responsible for much of the clerical work, multigraphing, typing, and filing done in the library in 1940 and 1941. They carried on an extensive book repair project in the branches and worked continuously on an inventory of the Library's holdings. One of their permanent contributions was an index of personal names appearing in Dayton and Montgomery County histories on which editing is being completed as we can find time.

The Dayton Library cooperated also with another WPA activity, the Newspaper Index Project, by lending bound volumes of the Dayton Journal and its predecessors for microfilming and indexing. Our Journal file was completely repaired and rebound by the Project authorities. The indexes for 1934 through 1938 were completed and form a useful reference tool. The Library has typed copy ready for printing of the index for 1931, 1932 and 1933. We have also the complete file on microfilm back to 1808, waiting for greater usefulness when it is again possible to purchase a projector.



OUTDOOR SERVICE, COOPER PARK

Library patrons enjoy combination of reading with shade, fresh air and green lawn.

OUTDOOR READING ROOM

In 1941 Dayton experimented with providing outdoor reading facilities to patrons during the summer. A space beside the Main Library building in Cooper Park was furnished with folding chairs, cushions, and a beach umbrella and equipped with magazines and books. The reading room was open 54 days and a total of 3,793 adults and children made use of it.

An article about this park service appeared in the Library Journal, October 1, 1941 and another, with an attractive photograph of the reading room in use, was published in the Christian Science Monitor, July 23, 1941. These brought comments from readers in other parts of the country. It was unfortunate that lack of staff prevented the repetition of the experiment in succeeding years.

LIBRARY AND COMMUNITY

In many ways the Library and the Library Staff have made themselves felt in the community. In the period of intensive defense activities, the Public Library was designated a War Information Center by the Dayton Defense Council. Books, documents, and pamphlets pertaining to the war and to civilian defense were gathered in the Reference Department for the use of interested persons. At one time attention was drawn to the Library by the suggestion, never carried out, that an air raid shelter should be constructed in Cooper Park just outside the Main Library building.

Victory Book Campaigns to collect books for the men and women in the army, navy and other services were conducted in 1942 and 1943 with the cooperation of the Wright Library of Oakwood, Boy and Girl Scouts, the Red Cross, and the churches and schools of Dayton and Montgomery County. A total of 28,217 books were collected during the two campaigns: 15,593 in 1942 and 12,624 in 1943. Of these, 11,587 in 1942 and 8,442 in 1943 were considered suitable for the armed services and were sent on for their use.

Since the organization of the Dayton Council for Defense, the Librarian and members of the Library Staff have served on its committees. Mrs. Grace Keator has served from the beginning on the Consumers Interest Committee and has participated in broadcasts sponsored by it. Miss Janet Hannaford has been a member of the Recreation Committee in 1942-43 and 1943-44. Mr. Harold Tucker was a member of the committee concerned with the training of workers to meet the industrial needs of the city at the time that factories were converting to war work.

In June 1941, when Dayton celebrated the centennial of the first city charter, the Library prepared a display of early Dayton newspapers, books, and catalogs illustrating the development of government in Dayton. Another exhibit showed the growth of the Dayton Public Library. The Library's new bookwagons, suitably decorated, took part in the parade which marked the commemoration of the centennial.

Members of the Library Staff have helped carry on other work in the city. The Librarian served for two terms, from 1940 to 1943, as a member of the Board of Directors of the Council of Social Agencies. With Miss Helen Haug he was a member of the committee which planned the book review programs of the Bookworms Club. Miss Mildred Stibitz was a member of the executive committee of the Dayton Post-War Council.

In February 1942 a city-wide adult education program, called "Fun While Learning," was sponsored by a number of community agencies.

Members of the Library Staff helped with the plans for this series of classes.

Extensive Hobby Fairs were sponsored by the Y.M.C.A. each spring for several years. In 1940 Miss Mildred Stibitz and Mr. Kenneth Dear-olf were members of the planning committee, and in 1941 Mrs. Lenore Falknor represented the Library. Each year the Library arranged a display of books that would interest visitors to the Fair and made some twenty book lists for distribution there.

From November 1940 to June 1941 the Adult Education Council of Dayton maintained an information desk at the Main Library for the assembling and distribution of information about adult education activities in the city. At the end of that time, however, Mrs. Leah Morton of the Adult Education Council staff who had been in charge following Miss Pauline Cory, was assigned other duties and was not replaced at the information desk. Soon after this the adult education program of the WPA, which had provided for this work, was abandoned.

The Library has cooperated with the Daughters of the American Revolution in giving genealogical assistance to patrons. A committee from this Society held regular hours Friday afternoon each week, beginning in the autumn of 1941. Since the war began no regular hours have been kept but members of the committee are still available for consultation.

The Maternal Health Association and the Library cooperated in issuing a book list entitled *Facing Marriage* which was distributed at the Marriage License Bureau.

BRANCH LIBRARIES AND EXTENSION ACTIVITIES

It is natural that the regional and school branches should be a part of the community life in the districts in which they are located. There are many instances of such community participation. At the Electra C. Doren Branch each year the senior English class of Kiser High School displays figures or models that have been made to illustrate book titles or scenes from books.

During 1940 and 1941 the Dayton View Branch assisted in efforts that were being made to help European refugees adapt themselves to American life. Special material was secured, the branch librarian spoke to a class of refugees at the Temple Israel, and the worker in charge was advised about the selection of suitable reading matter. This branch has also been represented at the monthly meetings of the Fairview Co-

ordinating Council which is concerned with the interests of the young people of the Dayton View district.

Each spring the Westwood Garden Club prepares an exhibit of flower arrangements at the Westwood Branch.

West Branch arranged displays of books at the New Year's Day Open House of the Fifth Street Y.M.C.A. from 1940 through 1942. A display of books on cooperatives, housing, and vocational guidance was planned for the Open House at the West Side Y.W.C.A. in 1940 and 1941. The branch participated in vocational guidance conferences at Dunbar High School in 1940, 1941, and 1943. Staff members spoke on librarianship and book lists were distributed. Book lists were also prepared for the Linden Center observance of Negro Health Week. A book discussion group at the branch was continued during 1940 and 1941 but discontinued because of war activities.

While the WPA Adult Education Program was in effect classes in citizenship were held at East Branch and Electra C. Doren Branch with teachers provided by WPA.

At various times deposit collections have been provided by the Main Circulation Department for engine houses, churches, hospitals (for the use of nurses), the Detention Home and Hillview Home for unmarried mothers, the Campfire Girls' camp, a Girl Scout Camp, the Y.M.C.A. Health Service Clinic, Stillwater Sanitorium (a permanent loan), the staff of the State Hospital for the Insane, the Hospitality Center of the Church Federation, the Soldiers' Service Club, a day room at Wright Field, University of Cincinnati extension classes, the Dayton Power and Light Company Library, the National Cash Register Company night school, the headquarters of the Congress of Industrial Organizations and the Y. W. C. A. residence. East Branch also has maintained a deposit collection at the Widows' Home on Findlay Street.

TELLING THE COMMUNITY

Members of the Library Staff from all departments and branches have spoken before numerous groups. These include men's and women's clubs, church organizations, Parent-Teacher Associations and other parents' groups, an Institute for Playground Leaders, the annual meeting of leaders of Weekday Schools of Religion, Campfire Girls and Girl Scouts, and employees of the Soil Conservation Bureau.

Each year as classes graduate from the local high schools they have been sent letters from the High School Department urging them to continue using the Library. Nine thousand of these letters were sent from 1940 to 1943 and eleven thousand dodgers describing the High School Department were sent to pupils entering the ninth grade.

Lists of books of interest to social workers were sent by the Library for publication in *Shop Talk*, the organ of the Council of Social Agencies, until it ceased publication in 1943.

Work for children included visits to schools and classrooms in all sections of the city by representatives of the Main Children's Room or by children's librarians from the branches. It is planned to reach each classroom in the city at least once during the school year. There have also been class visits to the children's rooms.

Story hours have been held regularly at all the regional branches and occasionally outside the Library at churches or schools, at Brownie day camps, the detention home, or to groups of children in housing projects. A special story hour, with the Irish writer, Seumas McManus as speaker, was held at the Main Library in September 1943. The Electra C. Doren Branch has held an annual doll display in connection with a doll story hour.

PUBLICITY AND DISPLAYS

From time to time special displays have been held. In 1940 the 500th anniversary of the invention of printing was observed. A special collection of books on nursing as a career, home nursing, and first aid was shown for Nurses' Week in June 1942. In September of the same year a display of pamphlets was arranged for National Nutrition Week.

British Book Week, one of a series of weeks designated for the promotion of better understanding of the other United Nations, was marked by several exhibits in October 1943. An interesting exhibit, held in December 1943, consisted of Civil War newspapers printed on wall-paper, which were lent by Gen. George H. Wood, who later gave to the Library a choice example from the collection.

Among publications issued by the Library were a folder of information for new borrowers called Your Library; a leaflet How a Public Library Serves Dayton and Montgomery County prepared for the Ohio Federation of Women's Clubs meeting in Dayton in 1941; a mimeographed map and invitation to Parkside Home residents to visit the Electra C. Doren Branch. A similar map invited residents of Summit Street Project to West Branch which also issued a folder of cartoons showing their services drawn by Earl Robertson, a senior page. The usual monthly lists of new books were also put out and special lists of

technical books, books for high school students, and children's books were issued as well as annual lists of new books of interest to Negro-Americans.

Each week a list of new books was sent for publication in the Dayton *Sunday News*. These were prepared under the direction of Mrs. Lenore Falknor by various members of the staff. Each branch has sent lists of its new books for publication in the various neighborhood editions of the Dayton *Press*.

The Dayton Public Library was among the 72 libraries which appeared on the Library Publicity Honor Roll of 1941, sponsored by the H. W. Wilson Company in cooperation with the Public Relations Committee of the American Library Association. The items that won the citation were several newspaper articles and a leaflet reviewing the Library's work for 1939. The award was given at the 1941 convention of the American Library Association at Boston.

An interesting analysis of the Dayton Library's service appeared in the April 1, 1940 issue of Shop Talk. This was in the form of a map showing by census tracts the number of library borrowers per 1,000 population. The number of borrowers by age groups and by township was also indicated. The map was prepared by Mr. Harold Winey, general secretary of the Council of Social Agencies, who later explained and discussed his analysis before a meeting of the Library Staff.

An article analyzing the Dayton Public Library's report appeared in the Western Australia Teachers' Journal for April 10, 1941. This was written by Mrs. A. H. Lord of North Perth, West Australia. The Dayton Bookwagon and its work were shown in a moving picture about county library work in Ohio made in 1940 by Mr. Lester Peat of the Hertzberg Binders. The film was shown to many library and other groups.

LIBRARY SEAL

A new seal was given to the Library in 1941 by Mr. Roy G. Fitzgerald, President of the Board of Trustees. The design and cuts were made by the Shaw and Marchant Company of Dayton and the motto, "Inter folia fructus," was suggested by Mr. Daniel Blau of the Board of Trustees. The seal shows a tree bearing apples of wisdom and an open book. The design also appears on new Memorial Book plates recently prepared for the Library.





CANCELED BOOKS GIVEN

Canceled books, somewhat worn and no longer needed by the Library, were distributed to a number of insitutions. The total amounted to 11,733 in 1940, 13,987 in 1941, 17,530 in 1942, and 16,167 in 1943. These were given to schools, libraries, women's clubs, hospitals and community centers, CCC camps, prisons and industrial schools, and similar institutions, many of them in southern states. In September 1943 a group of such books was donated by the Library to the Stillwater Sanitorium for the use of patients.

PROFESSIONAL ACTIVITIES OF STAFF

Library meetings and other professional activities were well supported by the Staff. At the convention of the American Library Association held in Cincinnati in May 1940 more than fifty members from Dayton were present for some part of the program. The Dayton Bookwagon was one of those appearing in a caravan of bookmobiles that was a feature of the convention.

Ten staff members and Mrs. Shepherd of the Board of Trustees went to Boston for the 1941 A.L.A. convention and fourteen to Milwaukee in 1942. No convention was held in 1943 but a few staff members were able to attend the Regional Institute on War and Postwar Problems in Cleveland.

The Librarian was a member of a committee to direct activities of the Large Libraries Round Table, appointed at the mid-winter meeting in December 1941. Other members of the Staff have participated in A.L.A. activities: Miss Ruth Stein as secretary-treasurer of the Young People's Reading Round Table, Miss Catharine Suber as Ohio representative on the Membership Committee, and Miss Mildred Stibitz as a member of the steering committee and as secretary of the Staff Organizations Round Table.

The Librarian, as president of the Ohio Library Association in 1939-1940, presided at the convention held in Youngstown in October 1940 and continues as a member of the Executive Board of the O.L.A. in his capacity as a past president. Thirty-five members of the Staff were present at the Youngstown meeting and Miss Jane Errett, Miss M. A. Newberry, and Miss Helen Haug took part in the program. A group from the Dayton Staff gave a skit at the convention banquet. At this meeting Mr. Robert Corwin, at that time President of the Board, was elected to the board of the Ohio Library Trustees Association.

Twenty-eight from Dayton went to Toledo for the O.L.A. convention in October 1941. Miss Ellen Strahler appeared on the program and Mrs. Antoinette Rohan was elected secretary of the Section on Work with Young People. Miss Mildred Stibitz was elected a representative of the O.L. A. on the A.L.A. Council.

At the Columbus convention in 1942 thirty members from Dayton attended and Miss Helen Haug, Miss Jane Errett, Miss Marjorie Shupe, and Miss Mildred Stibitz took part in the program.

The Dayton Staff has frequently been represented on the programs of the district meetings in southwestern Ohio during these years. At the Wilmington meeting of 1942, Mr. Harold Tucker gave a paper on the selection of technical books for small libraries. This aroused much interest and was later printed in the Library Journal for June 15, 1942. In 1943 Miss Mildred Stibitz was chairman of the O.L.A. Extension Committee which planned the district meetings. Miss Janet Hannaford was a member of the Certification Committee in 1941-42 while Miss M. A. Newberry and the Librarian were authors of articles in the Ohio Library Trustees' Association Bulletin.

In 1941 and again in 1943 Miss M. A. Newberry was elected by the Miscellaneous Employe Group to the Retirement Board of the Public Employes Retirement System of the State of Ohio for subsequent two year terms, and in January 1944 she was elected chairman of the Board. This group is made up of library and health and township employes and those of conservancy, park and sanitary districts. Following her first election, the Board appointed her to complete the unexpired term, ending in December 1941, of the late Pauline Reich.

Miss Cecilia Schoff, Miss Helen Haug, and Miss Suzanne Starr served as a committee to check lists of titles for inclusion in the H. W. Wilson Fiction Catalog for 1941 and its supplements.

NOTABLE GIFTS

Gifts of one or more books, or the money to purchase them, were received from the following groups: Advance Club, American Association of University Women, American Legion Auxiliary, American Legion Junior Auxiliary, Auxiliary of Post Office Clerks, Betsy Trotwood Club, Burroughs Nature Study Club, Council of Social Agencies, Current Events Club, Dayton Audubon Society, Dayton Federation of Clubs, Friday Afternoon Club, Hadassah, Helen Hunt Jackson Club, Outlook Club, Oygea Club, Research Club, Research Club of West Carrollton, Sunshine Garden Club, U. S. Daughters of 1812—Henry Rogers Chapter, Women's Christian Temperance Union, Woman's Literary Club. Many of these books were given in honor or in memory of persons connected with the group. Other gifts were made as memorials to Dr. E. C. Fischbein and Mr. Kenneth B. Allen and purchases were made from the Gilmore Memorial Fund.

Cooperation between the Dayton Historical Society and the Public Library and Museum resulted in strengthening both the Library book collection and the Newcom Tavern's collection of historical relics. In October 1942 there were transferred to the Public Library some fifty volumes—early Dayton imprints, old volumes printed elsewhere, some interesting Shaker material, a number of account books of early firms, interesting Thos. Morrison papers relating to the building of the old courthouse, some old record books kept by John Dodson, constable in John Folkerth's J. P. court, and a group of the small 1863 post-riot

issues of the Dayton *Journal*. One specially rare item is a Pennsylvania-German work of Theosophy lacking a title page, which even Pennsylvania cannot identify. It is probably a product of one of the German presses of the early 1700's and may be by either Boehme or Gichtel but no other copy can be located anywhere.

In return the Library Museum gave to the Newcom Tavern, a large number of items and pioneer implements of agricultural and household use which were out of line with our aims as a Natural History Museum and more in keeping with the Historical Society's collections.

Many other gifts, some of considerable value, were given to the Library. Interesting Dayton material was included in the collections from Miss Edith Davies, Miss Elizabeth Heppard, Mrs. Raymond G. Parent, granddaughter of Mr. A. A. Butterfield, the first librarian of the Dayton Public School Library, Mr. Andrew Schreiner, the late Daniel Beckel Conklin, the late Valentine Winters, the late William L. McKnight, the late George B. Smith and Miss Martha Smith, and Mrs. N. S. Clunet.

In the Clunet collection which included many volumes from Peirce and Forrer forebears were volume four of the *Philanthropist*, published at Mt. Pleasant, O. in 1820 and *Truth's Advocate & Monthly Anti-Jackson Expositor by an Association of Individuals*. Cincinnati, 1828. Mr. McKnight's gifts included material from the early Van Cleve and Dover families.

Useful technical material was given by Mrs. Nelson Bell; historical maps and books by Mr. E. E. Brownell of Philadelphia; Foerste bibliographical items by Mr. Gilbert Corwin; and books on foreign languages and Esperanto by Mrs. M. Reeder. Excellent general collections were given by Mrs. Ida Snediker, Mrs. G. M. Spengler, Mr. Charles E. Sullivan, Mrs. William Hunter, Miss Anna Wilson and by the estates of Mrs. Charlotte Reeve Conover and of Mr. and Mrs. Oscar Fulton Davisson, while Mrs. Davisson's large collection of sheet music was presented to the library by her daughter, Mrs. Rupert Ashley.

A rare copy of the Journal of the Convention of the Territory of the United States Northwest of the Obio published in 1802 and bound with several other early pamphlets formed an anonymous gift. Donations from Col. Edward A. Deeds, Robert K. Landis, Robert Dun Patterson and Mrs. Julia (Shaw) Carnell made possible the purchase of the Thomas Lowe Collection which consisted of letters and other manuscripts of the Col. John W. Lowe family, many of them dealing with Dayton history in the period from the Mexican through the Civil Wars. Another interesting manuscript purchase consisted of War of 1812 letters from Robert Gilchrist of Miamisburg and other letters written to Jonathan Kemper Wilds, son-in-law of Capeain Gilchrist, by his mother

Frances (Kemper) Wilds Lowe whose son by a later marriage was Col. John G. Lowe. The two Lowe families were not related. Papers have also been deposited with the library dealing with the Brown and Patterson families, and with the family of Elizabeth (Wilson) Bowen later Mrs. Newcom.

FRIENDS OF READING (The Library Staff organization)

Officers—Presidents and Vice-Presidents

1939-40 Clytie Strahler

1941-42 Esther Kelly

Esther Kelly

Louise Turpin

1940-41 Helen Haug Mrs. Margaret R. Moore 1942-43 Mrs. Jessie Price Ann Jones

1943-44 Louise Turpin Doris Fuge

Library Leaves, staff newspaper sponsored by Friends of Reading, which began publication in 1938 was discontinued in 1942 as a part of wartime retrenchment because of staff shortage. For the same reason, beginning with the 1943-44 season, Friends of Reading meetings have been held every other month instead of monthly.

In the spring of 1943, Mrs. Jessie Price, president, appointed a Staff Manual Committee to publish the personnel practices of the Dayton Public Library in the form of a booklet for the use of the staff. The committee: Mildred T. Stibitz, chairman, M. A. Newberry, Edith Hoborn, Catharine Suber, Clara Hueffelman, Lenore Falknor, Antoinette Rohan, Louise Turpin and Vivian Way has remained in action during 1943-44 in order to continue its work on the project.

TO YOU WHO HAVE HELPED

I have earlier paid tribute to our friendly donors who have remembered the Library book collection so well. But continued thanks are due many others for thought and counsel and aid. Especially am I grateful to the Library's newspaper friends. Without the help of the Journal-Herald staff, the Dayton Daily News, the Independent, and the Press, we could not have served our community effectively. For numerous institutional and personal courtesies I am deeply in your debt.

To the Montgomery County Budget Commission, Messrs. Jesse Haines, Chester A. Myers, Nicholas F. Nolan for their interest, encouragement and support, to the staffs of the Dayton public and parochial school system, for hospitality and assistance, and to many unnamed friends we of the Public Library tender our thanks.

Especially does the Librarian express his appreciation for the counsel and help and constant thought and resourcefulness of the Library Trustees. For the Library Staff members who have under all circumstances loyally shouldered the burden of serving our patrons and interpreting the institution to the community, I have deep and keen appreciation. The friendship and fine team work of all of you has meant much to me personally and to you should go the credit for the success of our work. This tribute goes to all from Department Head to our newest page—each has felt and taken a responsibility for OUR Library's service.

WILLIAM J. HAMILTON, Librarian.

SUPPLEMENTARY TABLES

Volumes active by class, 1943.

Volumes active by agency, 1943.

Circulation statistics, 1940.

Circulation statistics, 1941.

Circulation statistics, 1942.

Circulation statistics, 1943.

Library statistics, 1940-1943, arranged according to the A.L.A. form.

Gift and endowment funds.

Forty year record of the Dayton Public Library.

VOLUMES ACTIVE BY CLASS

December 31, 1943

Classes—	Adult	Juvenile	Total
000—General	8,465	1,595	10,060
050—Periodicals	23,023	1,335	24,358
070—Newspapers	24		24
100—Philosophy	6,332	73	6,405
200—Religion	7,960	1,084	9,044
300—Sociology	26,076	7,991	34,067
400—Philology	1,314	92	1,406
500—Science	8,452	4,923	13,375
600-Useful Arts	25,020	5,792	30,812
700—Fine Arts	15,707	4,732	20,439
800—Literature	26,142	16,894	43,036
900—History	17,233	5,392	22,625
Travel	15,857	5,988	21,845
Maps	27	3	30
Biography	17,604	5,070	22,674
Picture Books		3,958	3,958
Dayton	1,621	2	1,623
Croatian	46		46
Eng. for Foreign	110		110
French	842	9	851
German	3,429	100	3,529
Greek	13		13
Hungarian	865		865
Italian	38		38
Polish	796		796
Rumanian	1		1
Spanish	103		103
Yiddish	186	•	186
Other Languages	15	2	17
Public Documents	7,231		7,231
Music - Sheet	143		143
Music - Vols	1,091		1,091
Dental	189		189
Total	215,955	65,035	280,990
Unaccessioned	1,799		1,799
Total Class	217,754	65,035	282,789
Fiction	106,493	35,751	142,244
Grand Total	324,247	100,786	425,033

VOLUMES ACTIVE BY AGENCY

December 31, 1943

	Adult Reference	Adult Class	Adult Fiction	Total Adult	Total Juvenile	Grand Total
Central Library—						
Main	38,101	93,643	27,984	159,728	10,376	170,104
Stations	4,187	14,010	21,574	39,771	4,315	44,086
High School	763	4,705	2,443	7,911		7,911
Classroom	,	-,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,	-,		12,530	12,530
One Day		9	569	578	,>>>	578
Museum	369			369		369
Bookwagon	4	1,608	3,592	5,204	8,018	13,222
County Bookw		2,063	3,936	6,000	4,686	10,686
Brookville	7	481	1,295	1,783	794	2,577
West Carrollto	•	215	370	618	1,041	1,659
Total	43,465	116,734	61,763	221,962	41,760	263,722
Dania and Dania dan	,	•	•	·	-	•
Regional Branches- East		0.212	£ 000	15.060	6,334	22 202
	1,768	8,213	5,988	15,969		22,303
West	2,187	8,795	6,210	17,192	5,513	22,705
E. C. Doren	812	5,817	5,408	12,037	6,083	18,120
Dayton View	800	6,495	7,326	14,621	5,256	19,877
Westwood	316	3,304	4,609	8,229	5,311	13,540
Belmont	259	2,059	2,202	4,520	4,508	9,028
Total	6,142	34,683	31,743	72,568	33,005	105,573
School Branches-						
Brown	405	2,082	2,596	5,083	4,620	9,703
Cleveland	248	1,381	2,018	3,647	4,369	8,016
Emerson	249	924	640	1,813	2,003	3,816
(Closed Oct.		/	0.0	2,023	2,003	3,010
Tackson	167	337	427	931		931
(Closed Oct. 1		337	,	//-	•••••	,,,-
Lincoln	376	1,834	2,307	4,517	4,187	8,704
Patterson	306	1,124	1,629	3,059	4.126	7.185
Whittier	357	1,095	1,175	2,627	3,421	6,048
Wogaman	318	1,164	1,334	2,816	3,295	6,111
Wright (Closed July 1	17 3, 1940)	434	861	1,312	••••••	1,312
Total	2,443	10,375	12,987	25,805	26,021	51,826
	•	•	,>07		_0,0	
Medical (Closed Jan. 1, 194	903	1,210		2,113	••••••	2,113
Total Accessioned	52,953	163,002	106,493	322,448	100,786	423,234
Unaccessioned	1,799		••••••	1,799		1,799
Grand Total	54,752	163,002	106,493	324,247	100,786	425,033

1940

Adult Fiction Adult Periodical Class Adult Juvenile Grand Total Main and Stations— Main 227,185 23,722 136,184 387,091 43,482 430,573 High School 12,614 1,354 12,878 26,846							
Main and Stations—Main 227,185 23,722 136,184 387,091 43,482 430,573 High School 12,614 1,354 12,878 26,846				Adult	Total	T .1.	Grand
Main 227,185 23,722 136,184 387,091 43,482 430,573 High School 12,614 1,354 12,878 26,846		riction	Periodical	Class	Adult	Juvenile	1 otai
High School 12,614 1,354 12,878 26,846	Main and Sta	tions—					
Y.M.C.A., N.C.R. 5,589						43,482	
N.C.R. 5,589		12,614	1,354	12,878	26,846	•	26,846
Misc. Stat. 233 554 787 299 1,086 Brookville 7,782 6 522 8,310 1,857 10,167 Total 253,403 25,082 153,190 431,675 45,638 477,313 Regional Branches— East 47,696 11,127 12,034 70,857 31,430 102,287 West 45,740 9,903 17,125 72,768 40,891 113,619 E. C. Doren 38,728 9,600 9,912 58,240 32,176 90,416 Dayton View71,326 11,581 23,987 106,894 36,212 143,106 Westwood 37,021 6,854 8,203 52,078 27,585 79,663 *Belmont 1,193 476 317 1,986 2,008 3,994 Total 241,704 49,541 71,578 362,823 170,302 533,125 School Branches— Brown 23,885 8,288 8,013 40,186 26,713							
Brookville 7,782 6 522 8,310 1,857 10,167 Total 253,403 25,082 153,190 431,675 45,638 477,313 Regional Branches— East 47,696 11,127 12,034 70,857 31,430 102,287 West 45,740 9,903 17,125 72,768 40,891 113,659 E. C. Doren 38,728 9,600 9,912 58,240 32,176 90,416 Dayton View71,326 11,581 23,987 106,894 36,212 143,106 Westwood 37,021 6,854 8,203 52,078 27,585 79,663 *Belmont 1,193 476 317 1,986 2,008 3,994 Total 241,704 49,541 71,578 362,823 170,302 533,125 School Branches— Brown 23,885 8,288 8,013 40,186 26,713 66,899 Cleveland 21,298 7,328 5,119 33,745 30,720 64,465 Emerson 13,274 4,679 2,555 20,508 24,992 45,500 Jackson 7,713 4,645 2,196 14,554 22,170 36,724 Lincoln 22,071 5,566 4,284 31,921 27,800 59,721 Patterson 13,842 5,601 2,583 22,026 25,238 47,264 Whittier 12,212 4,240 1,459 17,911 25,574 43,485 Wogaman 8,735 4,995 1,492 15,222 17,701 32,923 **Wright 9,073 4,557 2,425 16,055 17,966 34,021 Total 132,103 49,899 30,126 212,128 218,874 431,002 Bookwagon— City 33,336 16,452 5,214 55,002 102,894 157,896 County 28,440 2 6,304 34,746 17,799 52,545 Total 61,776 16,454 11,518 89,748 120,693 210,441 Medical 64 64 64 64 64 64 County 28,440 2 6,304 34,746 17,799 52,545 Classroom— City Schools 266,476 1,096,438 555,507 1,651,945 Classroom— City Calculation 266,476 1,096,438 555,507 1,651,945 Classroom 266,476 1,096,438 555,507 1,651,945 Clas							
Total 253,403 25,082 153,190 431,675 45,638 477,313 Regional Branches—East 47,696 11,127 12,034 70,857 31,430 102,287 West 45,740 9,903 17,125 72,768 40,891 113,659 E. C. Doren 38,728 9,600 9,912 58,240 32,176 90,416 Dayton View71,326 11,581 23,987 106,894 36,212 143,106 Westwood 37,021 6,854 8,203 52,078 27,585 79,68 *Belmont 1,193 476 317 1,986 2,008 3,994 Total 241,704 49,541 71,578 362,823 170,302 533,125 School Branches—Brown 23,885 8,288 8,013 40,186 26,713 66,899 Cleveland 21,298 7,328 5,119 33,745 30,720 64,465 Emerson 13,274 4,679 2,555 20,0							
Regional Branches—East 47,696 11,127 12,034 70,857 31,430 102,287 West 45,740 9,903 17,125 72,768 40,891 113,659 E. C. Doren 38,728 9,600 9,912 58,240 32,176 90,416 Dayton View71,326 11,581 23,987 106,894 36,212 143,106 Westwood 37,021 6,854 8,203 52,078 27,585 79,663 *Belmont 1,193 476 317 1,986 2,008 3,994 Total 241,704 49,541 71,578 362,823 170,302 533,125 School Branches—Brown 23,885 8,288 8,013 40,186 26,713 66,899 Cleveland 21,298 7,328 5,119 33,745 30,720 64,465 Emerson 13,274 4,679 2,555 20,508 24,992 45,500 Jackson 7,713 4,645 2,196 14,554 22,170 36,724 Lincoln 22,071 5,566 4,284 31,921 27,800 59,721 Patterson 13,842 5,601 2,583 22,026 25,238 47,264 Whittier 12,212 4,240 1,459 17,911 25,574 43,485 Wogaman 8,735 4,995 1,492 15,222 17,701 32,923 **Wright 9,073 4,557 2,425 16,055 17,966 34,021 Total 132,103 49,899 30,126 212,128 218,874 431,002 Bookwagon—City 33,336 16,452 5,214 55,002 102,894 157,896 County 28,440 2 6,304 34,746 17,799 52,545 Total 688,986 140,976 266,476 1,096,438 555,507 1,651,945 Classroom—City Schools County Classroom 40,312 40,312 Parchial 28,600 2,867 2,867 2,867 County Schools 28,670 2,867 2,867 County Schools 348,539 48,539 Total Classroom							
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Dayton View71,326 11,581 23,987 106,894 36,212 143,106 Westwood 37,021 6,854 8,203 52,078 27,585 79,663 *Belmont 1,193 476 317 1,986 2,008 3,994 Total 241,704 49,541 71,578 362,823 170,302 533,125 School Branches—Brown 23,885 8,288 8,013 40,186 26,713 66,899 Cleveland 21,298 7,328 5,119 33,745 30,720 64,465 Emerson 13,274 4,679 2,555 20,508 24,992 45,500 Jackson 7,713 4,645 2,196 14,554 22,170 36,724 Lincoln 22,071 5,566 4,284 31,921 27,800 59,721 Patterson 13,842 5,601 2,583 22,026 25,238 47,264 Whittier 12,212 4,240 1,459 17,911 25,574 43,485				17,125	72,768		
Westwood *Belmont 37,021 6,854 8,203 52,078 27,585 79,663 *Belmont 1,193 476 317 1,986 2,008 3,994 Total 241,704 49,541 71,578 362,823 170,302 533,125 School Branches—Brown 23,885 8,288 8,013 40,186 26,713 66,899 Cleveland 21,298 7,328 5,119 33,745 30,720 64,465 Emerson 13,274 4,679 2,555 20,508 24,992 45,500 Jackson 7,713 4,645 2,196 14,554 22,170 36,724 Lincoln 22,071 5,566 4,284 31,921 27,800 59,721 Patterson 13,842 5,601 2,583 22,026 25,238 47,264 Whittier 12,212 4,240 1,459 17,911 25,574 43,485 Wogaman 8,735 4,995 1,492 15,222 17,701 </td <td>E. C. Doren</td> <td>38,728</td> <td></td> <td></td> <td></td> <td></td> <td></td>	E. C. Doren	38,728					
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School Branches— Brown 23,885 8,288 8,013 40,186 26,713 66,899 Cleveland 21,298 7,328 5,119 33,745 30,720 64,465 Emerson 13,274 4,679 2,555 20,508 24,992 45,500 Jackson 7,713 4,645 2,196 14,554 22,170 36,724 Lincoln 22,071 5,566 4,284 31,921 27,800 59,721 Patterson 13,842 5,601 2,583 22,026 25,238 47,264 Whittier 12,212 4,240 1,459 17,911 25,574 43,485 Wogaman 8,735 4,995 1,492 15,222 17,701 32,923 **Wright 9,073 4,557 2,425 16,055 17,966 34,021 Total 132,103 49,899 30,126 212,128 218,874 431,002 Bookwagon—	*Belmont	1,193	476	317	1,986	2,008	3,994
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Brown Cleveland 21,298 7,328 7,328 5,119 33,745 30,720 64,465 Emerson 13,274 4,679 2,555 20,508 24,992 45,500 Jackson 7,713 4,645 2,196 14,554 22,170 36,724 Lincoln 22,071 5,566 4,284 31,921 27,800 59,721 Patterson 13,842 5,601 2,583 22,026 25,238 47,264 Whittier 12,212 4,240 1,459 17,911 25,574 43,485 Wogaman 8,735 4,995 1,492 15,222 17,701 32,923 **Wright 9,073 4,557 2,425 16,055 17,966 34,021 Total 132,103 49,899 30,126 212,128 218,874 431,002 Bookwagon— City 33,336 16,452 5,214 55,002 102,894 157,896 County 28,440 2 6,304 34,746 17,799 52,545 Total 61,776 16,454 11,518 89,748 120,693 210,441 Medical 64 64 64 64 Total 688,986 140,976 266,476 1,096,438 555,507 1,651,945 Classroom— City Schools Public 2,867 2,867 2,867 County Schools 3,839 48,539 Total Classroom 391,718 91,718 91,718 91,718	School Branch	nes					
Cleveland Emerson 21,298 7,328 5,119 33,745 30,720 64,465 Emerson 13,274 4,679 2,555 20,508 24,992 45,500 Jackson 7,713 4,645 2,196 14,554 22,170 36,724 Lincoln 22,071 5,566 4,284 31,921 27,800 59,721 Patterson 13,842 5,601 2,583 22,026 25,238 47,264 Whittier 12,212 4,240 1,459 17,911 25,574 43,485 Wogaman 8,735 4,995 1,492 15,222 17,701 32,923 ***Wright 9,073 4,557 2,425 16,055 17,966 34,021 Total 132,103 49,899 30,126 212,128 218,874 431,002 Bookwagon— City 33,336 16,452 5,214 55,002 102,894 157,896 County 28,440 2 6,304 34,746 17,799 52,545 Total 688,986 140,976 266,47			8.288	8.013	40.186	26,713	66,899
Emerson Jackson 13,274 4,679 2,555 20,508 24,992 45,500 Jackson 7,713 4,645 2,196 14,554 22,170 36,724 Lincoln 22,071 5,566 4,284 31,921 27,800 59,721 Patterson 13,842 5,601 2,583 22,026 25,238 47,264 Whittier 12,212 4,240 1,459 17,911 25,574 43,485 Wogaman 8,735 4,995 1,492 15,222 17,701 32,923 **Wright 9,073 4,557 2,425 16,055 17,966 34,021 Total 132,103 49,899 30,126 212,128 218,874 431,002 Bookwagon— City 33,336 16,452 5,214 55,002 102,894 157,896 County 28,440 2 6,304 34,746 17,799 52,545 Total 61,776 16,454 11,518 89,748 120,693 210,441 Medical	Cleveland						
Lincoln 22,071 5,566 4,284 31,921 27,800 59,721 Patterson 13,842 5,601 2,583 22,026 25,238 47,264 Whittier 12,212 4,240 1,459 17,911 25,574 43,485 Wogaman 8,735 4,995 1,492 15,222 17,701 32,923 **Wright 9,073 4,557 2,425 16,055 17,966 34,021 Total 132,103 49,899 30,126 212,128 218,874 431,002 Bookwagon— City 33,336 16,452 5,214 55,002 102,894 157,896 County 28,440 2 6,304 34,746 17,799 52,545 Total 61,776 16,454 11,518 89,748 120,693 210,441 Medical	Emerson	13,274	4,679			24,992	45,500
Lincoln 22,071 5,566 4,284 31,921 27,800 59,721 Patterson 13,842 5,601 2,583 22,026 25,238 47,264 Whittier 12,212 4,240 1,459 17,911 25,574 43,485 Wogaman 8,735 4,995 1,492 15,222 17,701 32,923 **Wright 9,073 4,557 2,425 16,055 17,966 34,021 Total 132,103 49,899 30,126 212,128 218,874 431,002 Bookwagon— City 33,336 16,452 5,214 55,002 102,894 157,896 County 28,440 2 6,304 34,746 17,799 52,545 Total 61,776 16,454 11,518 89,748 120,693 210,441 Medical	Jackson	7,713	4,645	2,196	14,554	22,170	36,724
Whittier 12,212 4,240 1,459 17,911 25,574 43,485 Wogaman 8,735 4,995 1,492 15,222 17,701 32,923 **Wright 9,073 4,557 2,425 16,055 17,966 34,021 Total 132,103 49,899 30,126 212,128 218,874 431,002 Bookwagon— City 33,336 16,452 5,214 55,002 102,894 157,896 County 28,440 2 6,304 34,746 17,799 52,545 Total 61,776 16,454 11,518 89,748 120,693 210,441 Medical	Lincoln		5,566	4,284	31,921	27,800	59,721
Wogaman 8,735 4,995 1,492 15,222 17,701 32,923 **Wright 9,073 4,557 2,425 16,055 17,966 34,021 Total 132,103 49,899 30,126 212,128 218,874 431,002 Bookwagon— City 33,336 16,452 5,214 55,002 102,894 157,896 County 28,440 2 6,304 34,746 17,799 52,545 Total 61,776 16,454 11,518 89,748 120,693 210,441 Medical	Patterson	13,842	5,601	2,583	22,026	25,238	47,264
**Wright 9,073 4,557 2,425 16,055 17,966 34,021 Total 132,103 49,899 30,126 212,128 218,874 431,002 Bookwagon—							
Total 132,103 49,899 30,126 212,128 218,874 431,002 Bookwagon—City 33,336 16,452 5,214 55,002 102,894 157,896 County 28,440 2 6,304 34,746 17,799 52,545 Total 61,776 16,454 11,518 89,748 120,693 210,441 Medical 64 64 64 64 Total 688,986 140,976 266,476 1,096,438 555,507 1,651,945 Classroom—City Schools 2,867 40,312 40,312 40,312 Public 40,312 40,312 48,539 48,539 Total Classroom 91,718 91,718 91,718							
Bookwagon— City 33,336 16,452 5,214 55,002 102,894 157,896 County 28,440 2 6,304 34,746 17,799 52,545 Total 61,776 16,454 11,518 89,748 120,693 210,441 Medical	**Wright	9,073	4,557	2,425	16,055	17,966	34,021
City County 33,336 28,440 16,452 2 6,304 5,214 34,746 17,799 52,545 Total 61,776 16,454 11,518 89,748 120,693 210,441 16,454 64 11,518 89,748 120,693 210,441 Medical 64 64 64 64 64 Total 688,986 140,976 266,476 1,096,438 555,507 1,651,945 1,651,945 Classroom—City Schools Public Parochial County Schools 48,539 48,539 40,312 40,312 2,867 2,867 2,867 County Schools 91,718 91,718 91,718 91,718	Total	132,103	49,899	30,126	212,128	218,874	431,002
City County 33,336 28,440 16,452 2 6,304 5,214 34,746 17,799 52,545 Total 61,776 16,454 11,518 89,748 120,693 210,441 16,454 64 11,518 89,748 120,693 210,441 Medical 64 64 64 64 64 Total 688,986 140,976 266,476 1,096,438 555,507 1,651,945 1,651,945 Classroom—City Schools Public Parochial County Schools 48,539 48,539 40,312 40,312 2,867 2,867 2,867 County Schools 91,718 91,718 91,718 91,718	Bookwagon-	_					
County 28,440 2 6,304 34,746 17,799 52,545 Total 61,776 16,454 11,518 89,748 120,693 210,441 Medical			16 452	5 214	55 002	102 894	157 896
Total 61,776 16,454 11,518 89,748 120,693 210,441 Medical 64 64 64 64 Total 688,986 140,976 266,476 1,096,438 555,507 1,651,945 Classroom— City Schools 91,718 40,312 <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td>							
Medical 64 64 64 64 Total 688,986 140,976 266,476 1,096,438 555,507 1,651,945 Classroom—	Co ,						
Total 688,986 140,976 266,476 1,096,438 555,507 1,651,945 Classroom—	Total	61,776	16,454	11,518	89,748	120,693	210,441
Classroom— City Schools 40,312 40,312 Public 2,867 2,867 County Schools 48,539 48,539 Total Classroom 91,718 91,718	Medical	•		64	64	••••••	64
Classroom— City Schools 40,312 40,312 Public 2,867 2,867 County Schools 48,539 48,539 Total Classroom 91,718 91,718	Total	688.986	140.976	266.476	1.096.438	555.507	1.651.945
City Schools 40,312 40,312 Public 40,312 40,312 Parochial 2,867 2,867 County Schools 48,539 48,539 Total Classroom 91,718 91,718		000,,00	,,,	200,070	-,-,-,-,-	,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,	_,,
Public 40,312 40,312 Parochial 2,867 2,867 County Schools 48,539 48,539 Total Classroom 91,718 91,718							
Parochial 2,867 2,867 2,867 2,867 2,867 2,867 2,867 2,867 48,539						40.212	40.212
County Schools 48,539 48,539 Total Classroom 91,718 91,718			•		••••••		
Total Classroom 91,718 91,718							
	County Scho					40,239	46,229
Grand Total 688,986 140,976 266,476 1,096,438 647,225 1,743,663	Total Classroo	om				91,718	91,718
Grand Total 688,986 140,976 266,476 1,096,438 647,225 1,743,663							
	Grand Total	688,986	140,976	266,476	1,096,438	647,225	1,743,663

^{*}Belmont Branch opened Dec. 5, 1940 **Wright Branch closed July 13, 1940

36 1 0 0	Adult Fiction	Adult Periodical	Adult Class	Total Adult	Juvenile	Grand Total
Main and Stat		21 010	122 (20	226 662	20 (70	275 002
Main	192,914	21,019	122,620	336,553	38,470	375,023
High School Y.M.C.A.,	1 12,1/9	1,092	12,901	26,172	•	26,172
N.C.R.	5,014		2,083	7,097		7,097
Misc. Stat.	279		215	494	99	593
Brookville	6,935	1	645	7,581	2,840	10,421
Bass Court	0,737	-	0.7	7,501	2,010	10,121
Sub Sta.	336		83	419	275	694
Total	217,657	22,112	138,547	378,316	41,684	420,000
Regional Bran	ches—					
East	44,785	9,866	11,765	66,416	33,986	100,402
West	40,308	8,892	15,022	64,222	40,023	104,245
E. C. Dorer	1 31,797	8,562	8,783	49,142	29,669	78,811
Dayton View		10,870	24,967	105,789	34,013	139,802
Westwood	33,575	6,800	7,746	48,121	26,276	74,397
Belmont	24,833	8,855	5,853	39,541	24,033	63,574
						
Total	245,250	53,845	74,136	373,231	188,000	561,231
School Branch	nes—					
Brown	21,014	7,419	7,516	35,949	21,994	57,943
Cleveland	18,942	6,169	4,501	29,612	30,578	60,190
Emerson	11,067	3,703	2,071	16,841	24,201	41,C42
Jackson	7,065	4,125	1,789	12,979	18,489	31,468
Lincoln	13,508	4,628	2,715	20,851	21,682	42,533
Patterson	12,768	4,595	2,045	19,408	21,631	41,039
Whittier	9,827	4,493	1,309	15,629	25,822	41,451
Wogaman	6,229	3,517	1,167	10,913	16,741	27,654
Total	100,420	38,649	23,113	162,182	181,138	343,320
	•	50,019	-5,225	102,102	101,130	3.3,320
Bookwagon—		14000	4020	10.610	00 (10	116050
City	26,703	14,009	4,930	45,642	90,610	136,252
County	25,129	21	6,123	31,273	20,450	51,723
Total	51,832	14,030	11,053	76,915	111,060	187,975
*Medical			58	58		58
Total	615,159	128,636	246,907	990,702	521,882	1,512,584
Classroom—						
City School						
Public					44,636	44,636
	•		•	•••••		4,388
Parochial			••••••	•	4,388	43,205
County Sch					43,205	45,203
Total Classroo	m				92,229	92,229
Grand Total			246,907	990,702	614,111	1,604,813
*Closed December 31, 1941						

	Adult Fiction	Adult Periodical	Adult Class	Total Adult	Juvenile	Grand Total
Main and Sta	tions—					
Main	158,392	17,334	107,465	283,191	35,396	318,587
High Schoo Y.M.C.A.,	1 9,888	961	10,129	20,978	•	20,978
N.C.R.	3,054	••••••	1,515	4,569		4.569
Misc. Stat.	267		111	378		378
Brookville Bass Court	6,923	7	734	7,664	2,828	10,492
Sub. Stat	. 655	2	188	845	996	1,841
W. Carrollt	on 5,243	292	1,088	6,623	5,063	11,686
Total	184,422	18,596	121,230	324,248	44,283	368,531
Regional Bras	nches—					
East	36,098	7,521	8,827	52,446	27,794	80,240
West	31,879	7,174	12,484	51,537	34,700	86,237
E. C. Dores	n 28,661	7,993	7,892	44,546	28,179	72,725
Dayton Vie	:w61,809	10,097	21,809	93,715	29,442	123,157
Westwood	28,128	6,219	6,512	40,859	24,002	64,861
Belmont	25,692	7,406	7,006	40,104	22,188	62,292
Total	212,267	46,410	64,530	323,207	166,305	489,512
School Brancl	nes—					
Brown	19,892	6,218	7,316	33,426	21,042	54,468
Cleveland	15,001	5,191	3,719	23,911	32,898	56,809
*Emerson	8,179	2,094	1,250	11,523	15,338	26,861
*Jackson	3,940	2,561	1,171	7,672	11,218	18,890
Lincoln	8,813	5,134	2,035	15,982	26,414	42,396
Patterson	11,256	3,727	2,170	17,153	18,308	35,461
Whittier	6,852	3,703	1,231	11,786	24,958	36,744
Wogaman	5,443	2,947	917	9,307	17,429	26,736
Total	79,376	31,575	19,809	130,760	167,605	298,365
Bookwagon-	•					
City	18,742	9,855	3,859	32,456	80,404	112,860
County	20,373	55	5,661	26,089	18,498	44,587
Total	39,115	9,910	9,520	58,545	98,902	157,447
Total	515,180	106,491	215,089	836,760	477,095	1,313,855
Classroom— City Schools	S					
Public	•••••	•	•••••	•••••	36,765	36,765
Parochial			•••••	•••••	5,540	5,540
County Sch	ools			•	38,366	38,366
Total Classroo	om				80,671	80,671
Grand Total	515,180	106,491	215,089	836,760	557,766	1,394,526
*Closed Octol	ber 14, 19	42	F 0			

	Adult Fiction	Adult Periodical	Adult Class	Total Adult	Juvenile	Grand Total
M-1 1 C+					•	
Main and Sta				224 2 /=		
Main	120,121	13,301	87,925	221,347	34,222	255.569
High School		961	9,346	18,503	•	18,505
N. C. R.	2,657		1,271	3,928	•	3,928
Misc. Stat.		101	216	477	2.501	477
Brookville	-,	181	601	6,201	2,591	8,792
Bass Court			(02	2 (40	4126	77//
Sub. Star Parkside H		42	692	3,640	4,126	7,766
W. Carroll			119	1,872	4,990	6,862
w. Calloli	1011 7,309	799	1,420	9,728	4,838	14,566
Total	148,822	15,284	101,590	265,696	50,767	316,463
Regional Bra	nches—					
East	24,842	5,749	6,715	37,306	23,993	61,299
West	19,172	6,206	9,467	34,845	23,885	58,730
E. C. Dore		5,920	6,103	32,935	24,409	57,344
Dayton Vi		8,426	18,716	80,813	24,329	105,142
Westwood	22,546	5,192	5,314	33,052	19,896	52,948
Belmont	22,260	5,732	6,085	34,077	21,141	55,218
Total	163,403	37,225	52,400	253,028	137,653	390,681
C.I. I.D	•	,	- ,	,		,
School Branch		1.171	4.500	21.055	17.077	20.022
Brown	12,589	4,676	4,590	21,855	17,977	39,832
Cleveland	13,533	4,898	3,164	21,595	29,064	50,659
Lincoln Patterson	5,380	3,113	1,359	9,852	22,065	31,917
Whittier	9,705	3,335	2,160	15,200	18,155	33,355
	4,943	2,512	1,044	8,499	23,409	31,908
Wogaman	3,742	1,732	1,116	6,590	20,348	26,938
Total	49,892	20,266	13,433	83,591	131,018	214,609
Bookwagon-	_					
City	15,129	7,422	3,359	25,910	66,996	92,906
County	17,518	15	4,284	21,817	23,601	45,418
•						
Total	32,647	7,437	7,643	47,727	90,597	138,324
Total	394,764	80,212	175,066	650,042	410,035	1,060,077
Classroom—						
City Schools	•					
Public	•				52,140	52,140
Parochial		•		••••••	20,945	20,945
County Scho					37,930	37,930
Sounty being					J1,750	
Total Classroo	om		•	•••••	111,015	111,015
Grand Total	394,764	80,212	175,066	650,042	521,050	1,171,092

LIBRARY STATISTICS, 1940-1943 ARRANGED ACCORDING TO THE FORM RECOMMENDED BY THE AMERICAN LIBRARY ASSOCIATION

Annual Reports for the years ending December 31, 1940, 1941, 1942 and 1943.Dayton Public Library and Museum, Dayton, Ohio.

T' T TT '

Librarian, William J. Hamilton. Date appointed, Feb. 1, 1936.

Date of founding, 1860. Dayton Library Association established 1847.

Dayton Public School Library established 1855 merged into Dayton Public Library 1860.

Population served 271,769. (City 210,718; County 61,051) (U. S. Census 1940).

Terms of use: Free for lending to residents of unit served.

Number of days open during 1943 (Central Library) 345, (306 days of lending.)

Holidays closed: New Year's, Washington's Birthday*, Memorial Day, Independence Day, Labor Day, Thanksgiving, Christmas and Sundays*.

*Open for reference and reading only.

Hours of opening (Central Library): daily, 9:00 a. m. to 9:00 p. m.; Sunday, 2:00-600; Holidays, 2:00-6:00; total for week for lending, 72; reading and study, 76.

AGENCIES

Total number of agencies in 1943 (including Central Librar	y)449
Central Library	1
Branches and subbranches: a. In library buildings b. In schools c. Other	6
Stations: a. In schools b. Other Other agencies—Bookwagon stops (2 Bookmobiles)	18
	449

CIRCULATION AND USE

	1940	1941	1942	1943
Number of volumes lent for home Adult non-fiction	266,476	246,907 128,636	215,089 106,491	175,066 80,212
				394,764
Adult fiction Total Juvenile		615,159 614,111	515,180 557,766	521,050
-				
Grand Total	1,743,663	1,604,813	1,394,526	1,171,092
Period of loan for the majority of a Number of inter-library loans—			-	
Vols. borrowed from other library Vols. lent to other libraries	ies 88 105	65 170	35 145	56 122
REG	ISTRATI	ON		
Total number of registered borrowe	ers—			
Adult	56,623	57,688	55,841	52,737
Juvenile	27,404	26,969	26,207	26,491
Total	84,027	84,657	82,048	79,228
(Montgomery County borrowers				
included)	(12,380)	(12,846)	(13,088)	(13,834)
Borrowers registered during the		(12,010)	(13,000)	(15,051)
including new and re-registered—				
Adult	12,030	13,618	14,794	12,115
Juvenile	5,453	6,094	6,036	6,766
Total	17,483	19,712	20,830	18,881
Number of non-county borrowers (in	n- 574	651	770	1 120
cluded above)			779	1,120
ВОС	ok stoc	K		
Number of volumes	206 560	400 200	417.00 2	126 151
beginning of year	390,309	408,208	417,882	426,454
Number of volumes added during year	34,554	32,441	33,090	25,209
Total	431,123	440,649	450,972	451,663
Number of volumes withdrawn from	n			
record during year		22,767	24,518	26,630
Total Volumes at End of Year.	408,208	417,882	426,454	425,033
Number of newspapers currently rec	eived			
excluding duplicates		39	35	36
Number of periodicals currently	3			,,,
received excluding duplicates	. 744	809	961	986

FINANCE

	1940	1941	1942	1943
RECEIPTS FROM	17.0	.,	1712	1717
County Intangible		****		
Tax appropriation\$2		\$299,618.31	\$299,696.84	\$299,817.68
State grants	400.00	••••••	550.00	400.00
Income from endowment and invested funds	29.51	26.79	28.67	27.49
Gifts	41.89	38.09	78.11	358.13
Fines, fees,	11.07	70.07	70.11	370.13
memberships, etc	9,982.86	11,084.02	12,704.02	13,722.05
Rental (One Day Collect			,,	,.
` •	1,074.66	963.12	766.86	544.45
Other sources	127.84	186.42	376.28	443.28
Total\$2	86,262.71	\$ 311,916.75	\$314,200.78	\$315,313.08
PAYMENTS FOR LIBRAR	v	-		
Operating Expenses—				
Salaries:				
Library staff\$	181,560.21	\$192,222.05	\$189,774.69	\$193,284.34
Building staff	13,937.08		16,537.63	17,812.52
D.P.L. cont. to Pen-		•	,	
sion Fund	*3,859.87	8,433.09	8,126.40	7,056.97
Books	36,419.36	37,770.67	34,540.64	31,073.47
Periodicals	4,175.90	4,408.81	5,975.34	5.955.00
Binding & rebinding	8,477.65	9,295.73	7,360.23	7,197.28
Rent—Building Heat, light	387.60	527.60	534.29	393.62
power, water	7,542.56	7,970.29	8,513.11	8,445.18
Insurance	767.93	923.65	225.13	1,145.48
Other Operating Expense	es—			
Supplies, stationery,				
printing, etc	5,976.06	6,196.49	5,757.72	4,281.35
Telephone, postage,				
freight, express, mo	tor			
freight, express, movehicle operation	3,143.87	3,316.02	3,777.69	3,606.41
Cleaning supplies and				
cleaning equipment	497.12	671.96	582.17	577.44
Repairs, minor alteration				
furniture, equipment	2,254.45	3,695.96	4,666.60	3,271.97
Other	1,131.74	1,351.64	917.61	844.70
Total Operating		******	4007.000.05	400/0/5 70
Expenses\$2	270,131.40	\$292,942.14	\$287,289.25	\$284,945.73
Capital Expenses—				
Main Library alteration	ıs,			
shelving, furniture, etc		10,901.14	3,652.60	
Belmont Branch:			•	
Remodeling, furniture	1,549.01	107.92		
Property purchased				4,722.70
Parkside Homes Station	:			
Furniture			72.34	
West Carrollton Branch	:			
Furniture, etc.			230.10	
Bookwagons &				
Delivery truck		4,928.67	928.26	
*1/2 yr.				

1940 1941 1942 1 PAYMENTS FOR LIBRARY—(Cont) Capital Expenses—(Cont.)					
Museum Building—Lib Remodeling (old Ro	orary porti Sherts Bld	on on			
shelving, furniture	,				
etc	2,066.37	881.76			
Total Capital Expenses\$ TOTAL LIBRARY \$2		\$ 16,819.49 \$309,761.63	\$ 4,883.30 \$292,172.55		
PAYMENTS FOR MUSEUM Operating Expenses— Salaries:	М				
Museum staff\$	5,092.23	\$ 7,003.69	\$ 6,745.96	\$ 5,171.83	
Building staff	300.00	1,155.87	1,343.91	1,305.57	
D. P. L. cont. to					
Pension Fund	* 73.57	172.45	196.91	155.91	
Books Periodicals	16.79 26.21	18.13 20.99	4.90 20.98	22.62 11.91	
Binding and	20.21	20.99	20.98	11.71	
rebinding	1.57	60.08		25.01	
Rent—Building	862.90	862.90	862.88	862.88	
Heat, light, water	611.22	617.04	837.44	817.62	
Insurance	25.48	73.00	2.50	•	
Other Operating Expenses Supplies, stationery,	s—-				
printing, etc	137.67	555.98	382.68	308.22	
Telephone, postage, freight, express Cleaning supplies and	37.93	136.76	159.34	141.84	
cleaning equipment Repairs, furniture,	8.44	73.32	5.70	29.98	
equipment	322.53	616.98	740.66	352.19	
Other	226.76	54.89	53.24	149.92	
Total Operating — Expenses\$	7,743.30	\$11,422.08	\$11,357.10	\$ 9,355.50	
Capital Expenses—					
Museum Building—Mu Remodeling (old Ro					
shelving, furn., etc\$ 	6,713.08	\$ 6,121.37		<u></u>	
TOTAL MUSEUM\$	14,456.38	\$17,543.45	\$11,357.10	\$9,355.50	
*1/2 year.					
GIFT AN	ND END	OWMENT	FUNDS		
BALANCE O	n hani	D, DECEME	BER 31, 194	3	
C. R. Gilmore Memorial	Daals Ess		-	#1 200 00	
Missellanes Beel P.	DOOK Pul	D	• • • • • • • • • • • • • • • • • • • •		
Miscellaneous Book Endo					
Library for Blind Fund				79.54	
Employees' Pension Fund	1			4,757.86	
Miscellaneous Book and	Periodica	I Gift Fund		83.94	
Museum Gift Fund	•			46.00	

FORTY YEAR RECORD OF THE DAYTON PUBLIC LIBRARY

Year Ending Population	Library Maintenance Expense	in	Regis- tered Borrowers	
Aug. 31, 1903 85,333	\$19,568	55,537	•	135,773
Aug. 31, 1908	21,787	75,412	•••••	276,256
Aug. 31, 1912116,577	24,628	89,600	•	262,490
Aug. 31, 1913	30,176	47,990*		145,449
Aug. 31, 1918135,879	49,422	109,535	27,535	393,053
Aug. 31, 1923152,559	124,567	144,268	22,609	396,833
Dec. 31, 1928172,942	230,321	227,969	42,571	925,900
Dec. 31, 1930200,982	255,679	277,044	58,150	1,407,523
Dec. 31, 1931	271,686	300,396	63,975	1,715,411
Dec. 31, 1932	221,589	308,668	67,318	1,821,455
Dec. 31, 1933	222,447	322,473	68,772	1,816,086
Dec. 31, 1934	198,913	333,429	66,965	1,720,219
Dec. 31, 1935	195,730	343,349	65,904	1,643,674
Dec. 31, 1936255,982	(1) 214,607	352,174	65,035	1,491,394
Dec. 31, 1937	222,172	362,209	66,270	1,475,383
Dec. 31, 1938	261,940	381,485	69,896	1,661,592
Dec. 31, 1939	274,306	396,569	71,881	1,762,375
Dec. 31, 1940271,769	(2) 270,131	408,208	84,027	1,743,663
Dec. 31, 1941	292,942	417,882	84,657	1,604,813
Dec. 31, 1942	287,289	426,454	82,048	1,394,526
Dec. 31, 1943	284,946	425,033	79,228	1,171,092

*Count after 1913 Flood

- (1) 55,000 population served in County. 1930 Census, excludes Oakwood, Washington, German and Miami Townships, except West Carrollton.
- (2) 61,051 population served in County. 1940 Census, excludes Oakwood, Washington, German and Miami Townships, except West Carrollton.

THE UNIVERSITY OF MICHIGAN GRADUATE LIBRARY

DATE DUE

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UK MUTILATE CARD

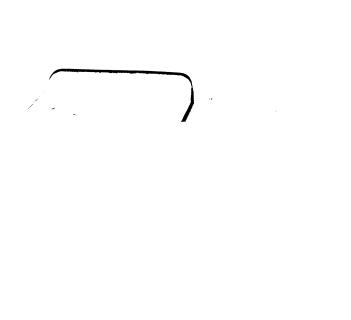


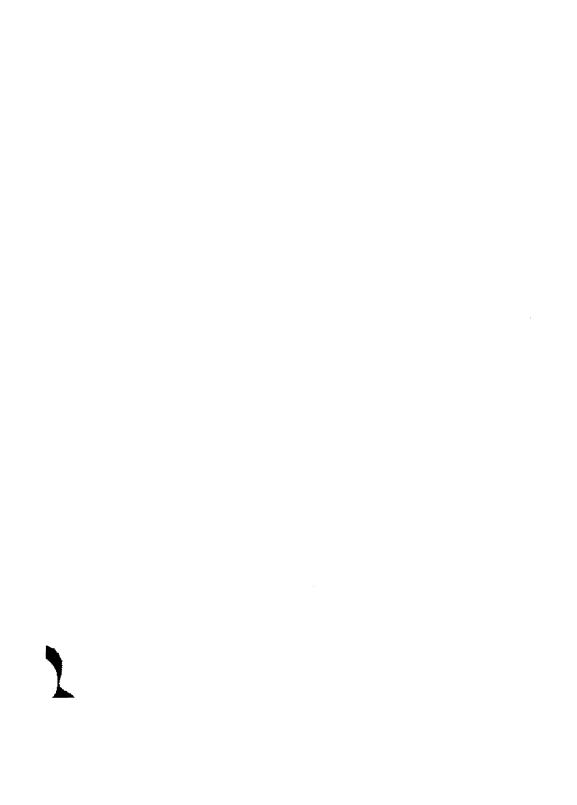
the Dayton Public Library and Museum



84th to 89th ANNUAL REPORT 1944-1949

> Dayton, Ohio 1951





THE DAYTON PUBLIC LIBRARY AND MUSEUM

84th to 89th ANNUAL REPORTS 1944–1949

> Dayton, Ohio 1951



Ouf Duel 1-15-52



BOARD OF TRUSTEES DAYTON PUBLIC LIBRARY AND MUSEUM

1944-1949

Roy G. Fitzgerald		President		
Mrs. A. F. Shepherd	Vice-P	resident and Secretary		
Daniel Blau	Dr. Albert F. Kuhl	Earl C. Rowe		
Joseph My	ers* Fran	nk D. Slutz		
*Joseph Myers app	ointed 1946 to fill unexpired	d term of William E.		
Harbottle who resigned	ed after serving from Novemb	er 1944 to May 1946,		
in place of J. G. C. Schenck, deceased October 1944.				

LIBRARIAN

Clerk-Treasurer of Board
William J. Hamilton

LIBRARY DIRECTORY

as of January 1, 1951

MAIN LIBRARY

215 East Third Street

Telephone ADams 6281

Open Daily, Monday thru Friday, 9:00 A.M. to 9:00 P.M.

Open Saturday, 9:00 A.M. to 6:00 P.M.

(Closed on Sunday)

BRANCH LIBRARIES IN LIBRARY BUILDINGS

Open Daily, Monday thru Thursday, 12 to 8:30 P.M.

Open Saturday, 9:00 A.M. to 5:30 P.M.

(Closed on Friday and Sunday)

East Carnegie Branch Library Gladys Nichols, Librarian

West Carnegie Branch Library Cecilia E. Schoff, Librarian

Electra C. Doren Branch Library Mary E. Hendricks, Librarian

Dayton View Branch Library Catharine E. Suber, Librarian

Westwood Branch Library Mildred S. Kalheim, Librarian

Belmont Branch Library Marjorie E. Shupe, Librarian 2160 East Fifth Street Telephone MAdison 4011

1612 West Fifth Street Telephone HEmlock 2651

701 Troy Street Telephone FUlton 8681

1515 Salem Avenue Telephone RAndolph 1721

3207 Hoover Avenue Telephone MElrose 2701

1041 Watervliet Avenue Telephone KEnmore 3892

BRANCH LIBRARIES IN SCHOOL BUILDINGS

Brown, Parkwood Drive	
Cleveland, Pursell Avenue	Mary J. Swift, Librarian
Lincoln, Nassau Street	
Patterson, Wyoming StreetThurs	
Wogaman, Germantown Street	

BOOKMOBILE

Esther Kelly, Librarian

City and County Service

COUNTY BRANCHES

Brookville Branch Esther Kelly, Librarian

Vandalia Branch Mary E. Hendricks, Librarian

West Carrollton Branch Mrs. Bessie D. Heeter, Librarian

DEPOSIT STATIONS

De Soto Bass Courts

Fredricka Henderson

Germantown Street

Parkside Homes

Mrs. Margaret K. Curlett Mrs. Hanna K. Phillips Keowee Street

MUSEUM

251 East Second Street

Telephone ADams 5911

Open on Week Days, 9:00 A.M. to 5:00 P.M. (Closed on Sunday)

Charles A. Barker, Educational Director

Dayton Public Library and Museum Staff

JANUARY 1, 1950

William J. Hamilton	Librarian
HEADS OF DEPARTMENTS AND BRANCHES AND FIRST ASSISTANTS IN GROUPS III, IV, AND V.	
Elmira Borden	Business Office eference Department, Second Floor Catalog Department East Carnegie Branch Head, Circulation Department ad, Branch and Extension Activities Electra C. Doren Branch Head, Catalog Department Juvenile Catalog and Order Records Westwood Branch Head, Reference Department Bookmobile Department Head, Acquisition Department Co-ordinator, Children's Work West Carnegie Branch Belmont Branch High School Department Public Relations Reference Department, First Floor
Camarine L. Suber	Dayton View Branch

OTHER PROFESSIONAL ASSISTANTS IN GROUPS I, II, AND III.

Mrs. Janice D. Bach Carrie Bench Kathryn E. Bittle Mrs. Anna G. Carr Zoe M. Dexter Ethel E. Else Elizabeth Faries Emily Jean Johnson Elizabeth F. Miller
Billie Jean Moore
Mrs. Alice P. Morris
Gladys Nichols
Augustus C. Randall
Mrs. Mildred G. Rucker
Eleanor Schweigert
Dwight W. Shannon

Louis W. Keyer Ruth E. Laudahn Hilda K. Limper

Mrs. Elizabeth McC. McGee

Mrs. Estella G. Taylor Alice L. Wing

Mary J. Swift

SUB-PROFESSIONAL ASSISTANTS AND SENIOR CLERKS IN GRADES D, E, AND F.

Margaret B. Bisset Edith L. Blore Mrs. Ruth F. Blossom Betty J. Blue Gerald D. Brown Mrs. Dorothy A. Chenez Mrs. Leona S. Drillette Mrs. Ruth D. Dwyer Mrs. Sarah M. Elsesser Florence A. Emert Mrs. Marjorie M. Estle Mrs. Faye J. Gerlach Louise M. Gleim Verne R. Gorsuch Mrs. Lenore K. Gray Mrs. Kathlyn S. Griffin Amanda L. Hav Mrs. Bessie D. Heeter Mrs. Edith M. Hendricks Mrs. Lois H. Herald

Clara E. Hueffelman

William L. Humphrey Mrs. Mildred K. Johnson Mildred L. Johnson Frederick W. Kabel Nell A. Langley Frances E. McDonald Kathleen P. Morris Mrs. Lucile E. Peden Mrs. Marie N. Rasey Nellie M. Regulus Mrs. Clarice K. Ridenour Mrs. Helen B. Ruse Mrs. Lucy F. Selig Nora Shearer Mrs. Erma M. Smith Mrs. Goldie M. Stauter Edith K. Stork Vivian Way Mrs. Lena W. Waychoff Mrs. Mary D. Wenner Mrs. Edwina S. Wright

JUNIOR CLERKS AND CLERICAL ASSISTANTS IN GRADES B, C, AND BEGINNING

Yvonne A. Ayers Mrs. Mary W. Brackney Clarence J. Caesar Mrs. Clara E. Coppess Mrs. Mary W. Godfrey Martha C. Grierson Phyllis J. Hawkins Fredricka Henderson Virginia L. Heywood Ruth A. Hohl Mrs. Mildred S. Holder Mrs. Thelma S. Horn George R. Humerick Marian P. Janke Mattie M. Jordan Mildred F. Kegley

John E. Kelley Patricia L. McEldowney Margaret R. Meckstroth Kathleen M. O'Meara Christine B. Patterson Mrs. Kathryn B. Poole Beulah Pyles Mrs. Elizabeth S. Renfroe Charles R. Rotert Marjorie P. Schwyhart Ella E. Simpson **Dolores Sither** Betty J. Smith Ora E. Tankersley Walter S. Ware

BOOKMENDERS

Carrie E. Toedte, Head

Annie Cavender Mrs. Maude A. James

Mrs. Anna C. Kauflin

Mrs. Margaret M. Selz

Laura E. Senne

Mrs. Pauline S. Von Freiberg

Mary A. Wittman

MUSEUM

Charles A. Barker, Educational Director

Betty J. Carper Alexander Crawford Forrest W. Grisso Andor A. Harsany Hein Juergensen Ted Kuwana

Virginia Grunze

BUILDING CARE

William Lause, Building Superintendent

Mrs. Zephyr R. Caesar John E. Hendricks Harry B. Hinerman Mrs. Bessie A. Hoffman

Clark John Lee R. Long

Mrs. Flora G. Loveless

Elmer A. Miller William E. Penny Charles M. Rose William H. Runyon

Conley Rust Roy H. Shields

George J. Wiggenhorn

FOREWORD

With this report of the Dayton Public Library and Museum's growth, activities and service to the people of Montgomery County during the past six years, goes the hope of the Trustees and Staff that the interest, enthusiasm and appreciation of the people will grow apace.

The friends of books, education and culture in the community know of the struggle to give service with inadequate funds, far below the standard set in America.

Your help can be invaluable. The value of books, those kindly teachers and faithful friends of humanity, must become known to all our young people. They are among the most important aids to happiness. Help spread this knowledge of opportunity and the inspiration of your own enthusiasm.

ROY G. FITZGERALD
President, Dayton Public Library Board of Trustees

OFFICIAL STATUS AS A COUNTY-DISTRICT LIBRARY

The Dayton Public Library stems from the 1860 union of the Dayton Library Association, organized in 1847, and the tax supported Public School Library, organized in 1855 on the authority of 1853 legislation. Until 1887 the management was in the hands of a special committee of the Dayton School District Board of Education and with the support of the Board of Education which issued bonds to obtain funds, the present building was constructed.

Perhaps the complications of a building program had something to do with the fact that while the building was under construction the Board of Education obtained, through 1887 legislation, the authority to transfer the management and control of the Public Library to an independent Board of Trustees. This Board, appointed by the Board of Education, held its first meeting in April 1887, took over the administration and made final decisions on construction and installation which resulted in the gala dedication ceremonies of January 24, 1888.

From this time on the Library was supported by funds raised by the Board of Education real estate tax levy until with the millage limitations of 1929 and 1931 the Library was cut off from a share of real estate taxes and was given support through the County's assignment of receipts from the new Intangibles Tax, though the Library Board's budget was passed up to the Budget Commission through the Board of Education.

By this time court decisions had ruled that the Board of Education had no authority to alter the Budget figures set by the Library Board as these in no way affected the Board of Education levy on Real Estate. The Library remained, however, a School District Library and the seven Library Board members had to be selected by the Board of Education from residents of the School District.

The desperately difficult problem of library financing during 1932-1935 came partly from the involved new intangibles law, which could be variously interpreted and which did not net at first the sum expected. It was necessary eventually for our Library Board to take the matter to the courts and, in 1935, a decision was obtained which held that Library priorities were just and legal since "the legislature has completely deprived the public libraries of revenues from other sources and they are now compelled to rely solely on the proceeds of the Classified Property Taxes".

The County Auditor accepted the decision and paid over to the library the entire sum previously assigned but insisted that since these were county funds, not school district funds, the services of the library must be granted to residents of Montgomery county, not only to residents of the Dayton School District. To this the library agreed; opened, in 1933, its borrowers' registration lists; in 1934, its classroom collections to rural teachers; and, in 1936, put into operation a series of county bookmobile routes and took charge of a branch library at Brookville.

This made the library a weird governmental anomaly. It was officially a School District institution under a Board of Trustees appointed from Dayton residents by the Board of Education which had no other connection with it and no authority, and said library was supported by the proceeds of a State tax returned to the county of origin and apportioned by the County Budget Commission consisting of three County officials.

This was the situation when, in August 1947, the Ohio Attorney General gave a ruling that the court decision of 1935 erred in including in its decision that the library priorities were legal, an "obiter dicta" without any weight of evidence "that the legislature had deprived the public libraries of revenues from other sources". The ruling further stated that the present Attorney General held that the libraries might still ask Boards of Education for funds and that Boards of Education might legally grant such aid. After twelve years of considering that it had been held free of all claims, and with the great need of all possible funds for schools, it was quite hopeless to expect that any Board of Education would take back a burden from which the earlier court decision had freed it.

When the Budget Commission announced the new ruling and stated that in the future it would expect the library to get a part of its support from the Board of Education, now held to be still responsible for such aid, the Library Trustees realized that the question of authority and responsibility must be made more specific. They therefore took advantage of 1947 legislation which permitted School District Libraries to become County District Libraries.

A petition to approve the change was presented to the Board of Education who gladly severed the tie and shed its weight of responsibility. We then turned to the County Commissioners, who were by terms of the law required to accept the transfer and to appoint four of the Library Trustees while the panel of the Court of Common Pleas Judges appointed three. The seven former members were reappointed to act for new terms expiring one each year and the operations have proceeded smoothly and very satisfactorily.

Our relations with the public, the County Commission and the County Budget Commission are most friendly, our financial support has improved decidedly and the change in governmental status is resulting in better library service for the citizens and taxpayers of Montgomery County.

Museum Report 1944 Through 1949

To the Board of Trustees and the Librarian:

It is my privilege to submit the following report covering the activities of the Dayton Public Library Museum for the period January 1, 1944, to December 31, 1949.

Mr. John T. Wood served as acting director for the museum until July 12, 1945, during Mr. Dearolf's military leave. Following Mr. Wood's resignation, the museum operated without a director and was open only on Saturday with Mr. Forrest Grisso as custodian on the first floor and Mrs. Carmel Clements Burkett on the second. Mr. Kenneth Dearolf returned from his military leave on February 11, 1946, and resumed his duties as director. He resigned December 30, 1947, to accept a position with the Harrisburg Museum. Mr. Charles A. Barker, who came with the museum in March 1946, took over the directorship on January 1, 1948, and continued through the end of this report period.

Dr. Sigmund Metzler, museum director emeritus, died on March 13, 1944. Dr. Metzler was museum director from 1929 to 1942.

The report period covered herein represents a very difficult period in the museum's history. Handicaps due to war time shortages of personnel were continued and reached a peak from July 1945, to February 1946, when the museum was open only on Saturday and then only for the purpose of casual visits.

Mr. Wood, while acting director, continued a regular Sunday feature article about the museum for the Journal Herald which did much for the favorable promotion of the museum. The third annual snake show was featured in 1944. A fourth snake show was held in 1946 but none in 1945 nor 1947. The fifth and sixth shows were held in 1948 and 1949. The snake shows, begun in Mr. Wood's time, have proved a worthwhile regular educational feature for the museum's annual calendar.

Starting with the return of Mr. Dearolf, the museum began its upgrade trend. Daily open hours were resumed and regular personnel under the expanding program were again available. The advantages of the school co-op plan were utilized by cooperating with Parker High School and Antioch College. Students available under this system contributed to the museum in arranging permanent exhibits as well as the museum's contributing to the student's experience.



In addition to regular exhibits and displays, activities included scheduled field trips by museum personnel where museum nature study was correlated with the out-of-doors. Sunday lectures featuring local authorities on nature subjects were offered. The Dayton Natural History Society was organized in 1947 and worked with the museum to promote its activities both in the field and in the museum. Special Saturday programs for children featuring educational and entertaining movies were made a regular feature. School classes and other groups were offered the services of the museum including programs for classes by appointment, designed for the special needs of the group.

In 1946, the museum received the Col. George I. Gunkle collection as a permanent gift from Mrs. Gunkle of Greenville. The collection had formerly been on display at the Greenville Library. Col. Gunkle was a dental officer in the U.S. Army of Occupation after the Spanish American War, at which time he made his collection consisting of over 300 specimens of Philippine origin, primarily weapons, brass work and related items.

In 1947, the Egyptian collection was expanded and the mummy and related material donated by Dr. J. Morton Howell in 1926 was again placed on exhibition. The material had been in storage since the closing of the museum's third floor upon its conversion to a work and storage area.

Ten new display cases were made available for display of the museum's collection and a projection booth was built. Seven cages for live animals were constructed to house the growing collection of wild creatures. These, like other display cases, were made with backgrounds suitable to the animals they housed.

The yearly attendance figures for the report period are as follows:

1944	24,272
1945	11,777
1946	21,392
1947	26,791
1948	28,099
1949	30,144

The close of the report period showed the weathering of a very difficult time in the museum's history with an outlook to continued bettering museum operation and services to the community.

C. A. BARKER Director



Report Of The Librarian

To the Board of Trustees of the Dayton Public Library and Museum (Montgomery County Library District)

The report submitted herewith covers six difficult years, 1944-1949. It includes statistical records for what under our old system of counting would have been called the 84th - 89th annual reports. The omission of regular biennial reports was a war and post-war casualty. These were much more useful and satisfactory and I hope they can hereafter be resumed.

A CENTURY OF SERVICE

Library service to the people of Dayton, which began with the establishment of the Dayton Library Association in 1847, has now continued for more than one hundred years. The last years of this century of service were marked by the efforts of the Library Association's successor, the Dayton Public Library, to secure the support it needed to match the growth of the community with improved library service. The most immediate need was for an adequate budget to carry on current work, but almost as pressing was the need for a new main building and for branch buildings in neighborhoods not now receiving library services.

During the years covered by this report there were discouraging setbacks but the period ends with an increased budgt for 1950, secured with hearty public support, and supplying some of the long-felt needs in Dayton's library service.

The closing years of the Second World War and the first postwar years brought small increases to the Dayton Public Library's budget, but these were inadequate to supply the needs created by an increasing population and the rising costs of books and all other supplies. It was difficult to secure competent staff members, particularly in the face of the higher salaries paid in other libraries and in other types of work. To meet the situation it was necessary to cut the amount spent for books and periodicals and reduce the hours that library agencies were open to the public.

Efforts were made to remedy the Library's financial situation. A personnel committee of staff members, appointed by the Librarian in 1946, drew up and publicized salary comparisons with other libraries and other public employment. In 1948, several local organizations supported the Library's request for a budget increase — among them the League of Women Voters, Zonta International — Dayton Club, the American Association of University Women, and the Business and Professional Women's Club. Partial success was

achieved when the Budget Commission granted an increase of \$65,000 for 1949.

Efforts were increased in the summer of 1949. Interested citizens attended the meeting at which the Library's budget request was given a public hearing, and some of them formed a committee to bring the situation to public attention. A letter signed by the President of the Board of Trustees was sent to individuals and organizations asking them to express their interest in an adequate budget for the Library. Petitions (asking for a sufficient budget to allow restoration of pre-war hours of opening) were placed in all the Library agencies and signed by many borrowers. Numerous citizens called or wrote the Budget Commission in support of the Library's cause. Valuable publicity was received through local newspaper editorials. A notable series of seven articles appeared in the Dayton Daily News, August 7-13, 1949. These were under the heading "The Community's Stepchild" and were written by Carl V. Roberts, Daily News Staff Writer.

As a result of this public support, the Library received a budget of \$550,000 for 1950 — the largest in its history. This was a good omen for the future, for at last the Library could start the long climb back to normal service.

Observance of the Main Library building's sixtieth anniversary, which occurred in January 1948, underlined the need for quarters that would help rather than hinder good library service in Dayton. To buttress statements about the building's inadequacies (well known to everyone familiar with it) the Board of Trustees, in 1945, engaged Mr. Joseph Wheeler to study the library building situation in Dayton. Mr. Wheeler, recently retired as librarian of the Enoch Pratt Free Library in Baltimore, is a leading authority on library buildings. His Report on a Survey of Postwar Library Building Needs of the Dayton Public Library and Museum, distributed locally and to many libraries, made a detailed analysis of the situation. He characterized the present building as "an inefficient rabbitwarren of runways, stairs, and ramps to make use of all its various tacked-on lean-tos, a time-consuming, energy-devouring lay-out." This view was publicized in the local newspapers. In addition, because of its thoroughness and the universal problems it discussed, the report received approving comments in various library periodicals.

Also, in 1945, came the Dayton District Development Committee's promotion of a post-war building program that included plans for a \$2,300,000 bond issue for the construction and improvement of public libraries. This was one of sixteen issues presented simultaneously to the voters of Dayton, and publicity for the whole program was handled by the DDDC. Unfortunately, the library bond issue

failed by 189 votes, receiving only 64% of the votes cast, instead of the 65% required for passage.

POST-WAR PROBLEMS

The six years covered by this report include the last full year of the Second World War, the year in which victory was achieved in Europe and in the Pacific, and four years of the post-war period. Such shifting conditions affected library work in Dayton as well as in the rest of the country.

The most serious problem was a shortage of staff. The rising cost of living, accentuated by the end of price controls in most commodities, increases in wages in other lines of work, and in some other libraries—all created local difficulties; and the staff shortage prevalent during the war continued. Professional positions left vacant by resignations could not be filled while the budget was insufficient to allow higher salaries. Until this could be remedied, there were two ways of meeting the situation: curtailing the amount of service offered so that the quality of service should not suffer unduly; and reducing the money spent for books and periodicals to increase the salary budget.

Hours of opening were cut to enable an insufficient staff to do the necessary work. As a first step, in September 1944, the frequency of City Bookmobile stops was reduced from once each two weeks to once a month. Hours for the branches in school buildings were severely reduced; Brown and Patterson Branches, in June 1946, and Cleveland Branch, in December 1946, were cut from two days a week to one. Whittier Branch was closed completely in June 1946, and Lincoln Branch began a day instead of a day-and-evening schedule in February 1947. Drastic changes were also made in the hours of the Main library. From December 1, 1946, it was closed entirely on Friday and Sunday; and, beginning September 20, 1947, both the Main library and the regional branches were closed on Saturday evening. Thus from a normal work week of seventy-two hours, plus the four hours open for reference service on Sunday, hours of the Main library were reduced to fifty-seven in an average week. This made possible the scheduling of more assistants during the hours the Library was open.

Cuts in the book budget were also made. The actual amount allotted for books and periodicals fell from \$46,750 in 1944, to \$40,200 in 1947, with a slight rise in 1949 to \$42,000. In addition, it must be remembered that the cost of books rose at least 40% in these same years. This meant that the number of new books available was even more sharply reduced than the amount spent would indicate.

Inevitably, these measures affected the Library's service to the community and this effect is seen most clearly in terms of the number of books circulated. Circulation fell during the war and continued to fall through 1944 and 1945. In 1946, as war activities subsided and working hours returned to normal, an encouraging increase in circulation was noticeable, but this was replaced, in 1947, by a sharp drop which reached bottom in 1948 as the cuts in hours and in the purchase of new books took effect. The year 1949 presented a somewhat more encouraging picture as there was a decided upswing in circulation over the previous two years.

THE LIBRARY HAS FRIENDS

The groups that supported the Library's request for an increased budget have been mentioned. Other friends made themselves felt in various ways. Unknown supporters wrote letters to the newspapers, urging the necessity of a new library building, suggesting ways of meeting salary difficulties, commending the Library's book collection or its services. Friendly letters in the press were much more frequent than the occasional critical comments.

Editorials and stories in the Dayton papers presented the Library's problems and explained its services. Feature articles were published on the Brookville Branch, the work of the Catalog Department, and the Bookmobile, and other special phases of the Library's work. The Library and its help were often mentioned by regular columnists and reporters in the local papers and space was given generously for Library announcements.

National publicity was given the Dayton Public Library when its cooperation was mentioned by the local Goodwill Industries in an article in Recreation for August 1946. Also during 1946, the editor of the Ohio Parent Teacher asked for articles about the work of the Dayton Public Library. These were supplied by Miss Elizabeth Faries, who wrote on the Dayton Collection of local material, and Miss Suzanne Starr, who described the Dayton Bookmobile service.

Local radio stations cooperated whenever special announcements were desired (as when unusual weather conditions caused emergency closing). Station WING has regularly carried spot announcements about the Library and what it offers the community.

STAFF CHANGES

During the six years covered by this report, seven members of the Staff reached retirement age. Each one of them had devoted many years of service to furthering the work of the Library, and each one of them will be sincerely missed by patrons and Staff. Those who have retired are: Miss Maude L. Weller, in charge of Juvenile Cataloging, with thirty-six years service; Miss Edith Hoborn, head of the Business Office, also with thirty-six years service; Mrs. Jessie J. Price, first assistant in the Reference Department; Mr. Edward C. Colby of the Reference Department, with forty-one years service; Miss G. Lillian Horn of the Bindery Department, with thirty-one years service; Mr. Charles High, Building Care; and Mr. Joseph Toedte, Building Care.

The period, 1944-1949, witnessed the greatest staff turnover in the Library's history. The unprecedented opportunities and high wages available in Dayton industries and business houses, during the closing years of the war and the post-war years, were responsible for the greater number of resignations. Others left for personal reasons or to work in other libraries with better salary conditions. Of those who resigned, the following had been with the Dayton Public Library for a period of ten years or more: Mrs. Lenore R. Falknor and Mrs. Rose C. Walkey of the Acquisition Department; Mrs. Ida D. McMillen of the Bookmobile Department; Miss Suzanne Starr, head of the Bookmobile Department, who resigned to take a post with the Library of Hawaii; Mrs. Alice B. Gulledge and Mrs. Ruth G. Nafe of the Business Office; Mrs. Dorothy W. Scholl and Mrs. Mary H. Wimmers of the Catalog Department; Miss Louise D. Kulamer of Branches; Miss Ellen L. Strahler of Belmont Branch, who left to join the staff of the Cleveland Public Library; and Miss Louise M. Turpin of Dayton View Branch, who left to take a position on the staff of the Brooklyn Public Library.

As a result of retirements and resignations, important new appointments were made on the Staff. In September 1945, upon the resignation of Miss Mildred R. Phipps, Miss Suzanne Starr of the Circulation Department became head of the Bookmobile Department; and at the same time, Miss Alice M. Weaver was appointed first assistant in the Circulation Department. Upon Miss Starr's resignation in June 1947, Miss Esther Kelly of East Branch became head of the Bookmobile Department; and at the same time, Miss Clytie E. Strahler was appointed head of East Branch, and Miss Cecilia E. Schoff, head of West Branch. Miss Elmira Borden became first assistant in the Reference Department (Second Floor) in January 1948. In June 1949, Miss Mildred S. Kalheim of Electra C. Doren Branch became head of Westwood Branch, and Miss Mary E. Hendricks was appointed head of Electra C. Doren Branch. Mrs. Susie N. Bilger became head of the Business Office in July 1949, after the retirement of Miss Edith Hoborn. In December 1949, Miss Clytie E. Strahler became first assistant in the Reference Department (First Floor) and was placed in charge of training class activities; and at the same time, Miss Doris H. Fuge of the Reference Department was appointed head of East Branch.

JOB ANALYSIS

In December 1946, the Librarian appointed a staff committee of eight as an Advisory Committee on Staff Salary Adjustments for the coming year. The committee included Miss Elmira Borden, Mrs. Catherine B. Kessler, Miss M. A. Newberry, Mrs. Antoinette Q. Rohan, Miss Ruth Stein, Miss Clytie E. Strahler, Miss Catharine Suber, and Miss Vivian Way. In January 1947, this committee, headed by Miss Elmira Borden of the Reference Department, suggested that a job analysis be made as a satisfactory base for a salary scale. This suggestion met with the Librarian's approval, and the committee was given the job of conducting a job analysis for the Dayton Public Library.

Fortunately, the Indianapolis Public Library had recently completed a job analysis; and its Librarian, Miss Marian McFadden, was willing to give her time and experience in aiding the Dayton Public Library committee. The committee made a trip to Indianapolis to study the situation first-hand, and later Miss McFadden came to Dayton and spoke before the staff and also before the board.

A great deal of preliminary work was necessary, the members of the committee making an exhaustive study of job analysis plans and procedures. It was decided in the final analysis that the job was the thing, rather than the person. Each staff member was asked to analyze his or her own job, and break it down into definite tasks with a rough estimate of time devoted to each task. Ten evaluation factors were set up, and from there the long grind of evaluating the jobs began. Difficult though it was to get away from personalities and the question of how well a certain person might be doing a job, the final question was always — "Suppose a new person is taking this job, what is the minimum it will require?" Out of this more than a year of seemingly endless work, came a new salary schedule based on a thorough job analysis.

EMBRYO LIBRARIANS

With our new and improved salary schedule, it was thought that we should again be able to interest capable high school graduates to enter the library field. Consequently, it was decided to have a training class in the summer of 1948, our first since 1941. A Committee on Recruiting and Training was appointed, which included Miss Strahler as Chairman, Miss Hannaford, Miss Haug, Mrs. Keator, Mr. Nobis, Miss Stibitz, Miss Schweigert, and Miss Suber.

As a result of the work of this committee, all of the local high schools were contacted, leaflets advertising the class were distributed in the schools, and talks on library work and the training class were given in several of the schools.

The training class was planned to cover six weeks, the first three being devoted to class work, the following two weeks in practice work in the various departments and branches, and the last week back in class correlating the practical and the theoretical. Miss Hannaford taught circulation and registration routines; Miss Stibitz and Miss Suber, the use of the catalog; and Miss Strahler, reference work. As orientation, there were a series of talks and discussions by individuals from within and without the Library on such subjects as telephone courtesy, what the public expects of a desk assistant, attitudes and their effects upon the individual, organization of the Library, professional literature, and good public relations.

The training class of 1948 had 17 persons enrolled, of whom 12 were already on the staff; the other five being 1948 high school graduates.

In 1949, a more systematic procedure of recruiting and publicity was planned, based on the experiences and findings of the summer before. It was evident that recruiting must be a long range affair, that closer relationships must be fostered between schools and the Library, and that more effective methods of publicizing library work must be evolved. Miss Strahler took part in a number of vocational guidance conferences, and was instrumental in having placed in the high schools of the city, leaflets and pamphlets on librarianship as a career Talks were then given before groups of high school seniors who were interested in having additional information about the possibilities of library work.

The 1949 class consisted of 11 persons, and followed in general the program set up for the class of 1948. On November 17, 1949, Miss Strahler was placed in charge of Training Class Activities.

COMMUNITY ACTIVITIES

To the greatest possible extent, members of the Library Staff take the Library into the community or bring the community into the Library. A building with committee rooms and an auditorium would make this type of work much more effective, but even with the present limited facilities many activities are possible.

Many long-time residents of Dayton had never entered the Library until 1945 when the Main Library and Branches were made distribution centers for the application blanks for canning sugar. Dayton citizens were also brought into the Dayton View Branch when it was chosen as a registration center for voting in 1947.

The Federation of Women's Clubs, in 1945, and in 1947, held in the Library their program planning conferences for officers and program chairmen. These were prepared with the cooperation of Library Staff members. In 1946, the League of Women Voters used the High School room for a series of four open meetings built around the theme, "Know Your Town's Future." In each case library materials were displayed for the use of participants.

The Library is a member of the Community Welfare Council and is represented on its various divisions. Staff members have helped carry out a number of the Council's projects, including the Leadership Training Institute, an annual event, and an institute on preparation for retirement, held in 1949.

Numerous community organizations and committees have called for and received Library participation. Among these were: Fairview Co-ordinating Council, the Church Federation's Race Relations Committee, the Civilian and Military Recreation Committee, the committee concerned with the welfare of re-located Japanese-Americans, the committee responsible for planning the "Book-nite at the Y", the Historical Society, Dayton Urban League, the Dayton Film Council, and a film evaluation committee appointed by the local Church Federation but working under the International Council of Religious Education. Staff members often serve on committees planning particular events such as Brotherhood Week, the Urban League's annual institutes on human relations, and also worked on the planning committee for the Midwest Museum Convention held in Dayton in 1949.

The Library's resources and services were presented to the community and community organizations through talks by staff members, displays inside the Library and at other locations, and in bibliographies. Among the groups to whom talks were given were clubs of many kinds, parents' groups, organizations within the Y.M.C.A. and Y.W.C.A., school faculties, church groups, business and professional organizations, recreation centers, and social agencies. Representatives of branches spoke to high school classes about branch resources. Girls taking nurses' training at local hospitals are frequently taken on tours through the Library and given an opportunity to register for borrowing privileges.

Displays of books were prepared for many meetings devoted to the study of a particular subject. Among the groups to whom this service was given were groups of parents, meetings sponsored by the League of Women Voters, the Ministerial Association, Social Hygiene Association, Mental Hygiene Association, Metropolitan Health Council, church organizations, and discussion groups on post-war problems. A special exhibit of inter-cultural material was prepared with the help of the Jewish Community Council for a city Parent-Teacher Association meeting.

Exhibits within the Library and lists of related books were often prepared for special occasions. The Dayton Sesquicentennial, in 1946, was observed with a display of historical material, a Library Booth at Memorial Hall, and a list, "Dayton's Story, 1796—1946. Special exhibits were also arranged in the Library when the Freedom Train visited Dayton in 1948. A list of books was printed and distributed to those who visited the train. Other occasions for special displays were: Chinese and Russian Book Weeks, Brotherhood Week, Jewish Book Week, National Hearing Week, Public Health Nursing Day, the 200th anniversary of children's publishing, the 100th anniversary of consumer cooperatives, Religious Education Week, and I Am An American Day.

On several occasions exhibit material was lent by individuals or groups. The Projected Books machine, purchased and circulated by the Fellowship Club, was shown in the Library. A display of stamps was arranged by the Dayton Philatelic Society in honor of the centenary of the first U. S. postage stamp. Mr. and Mrs. George Janka exhibited in the Library their collection of Christmas seals from all countries and states. A collection of books of the Rivers of America series in special bindings was lent by the publishers, Rinehart and Company.

For some months before and after the close of the war, the League of Women Voters maintained a display of post-war planning material at the Main Library and some of the regional branches. Pamphlets, for distribution and for lending, were given by the League and shown with books from the Library's collection. Other current topics, such as the control of atomic energy, were also used as a basis for book displays.

Book lists were often prepared for special events and multigraphed by the Library or by a sponsoring organization. Lists of library material appeared on the program of each of the "Know Your Neighbor" meetings sponsored by the Y.W.C.A. International Institute and stressing the contributions of foreign-born citizens. Lists were also made for the Film Forums of the Y.M.C.A. and for the monthly newsletter of the Federation of Women's Clubs, occasional programs of the Dayton Philharmonic Orchestra, and the publication of the Church Federation.

Book articles were sent weekly to the Dayton Sunday News and on alternate weeks to the book page of the Dayton Journal Herald. Some articles on the Library's technical resources appeared in Datec, publication of the Dayton Technical Societies Council, and the Farm and Home News, published by the local Farm Bureau Federation. Branch book lists frequently appeared in the appropriate editions of the Dayton Press and other neighborhood newspapers.

Several new projects were attempted. In 1944, a group of community organizations were invited to send representatives to a series of meetings on methods of leading discussions, sponsored by the Library and conducted by Mr. Henry Hodges, of the Acme Aluminum Company. The group met several times during the fall and winter but attendance fell off in later meetings.

In the summer of 1946, a record-player was lent to the Library. Programs for adults were planned and carried out by Maurice Katz, who used records from his own collection and talked informally about them to an appreciative group on eight summer evenings.

Another project was the sending of letters to Japanese-Americans who had settled in Dayton, inviting them to use the Library. Information folders were carried to other newcomers in Dayton by the Welcome Wagon.

CIRCULATION AND READING TRENDS

It is interesting to note the trends in the circulation of various classes of books during the years covered by this report. Although most groups showed an increase in 1946, a decided decrease in 1947, and a leveling off in 1948, and 1949; the 100's, the classification which includes philosophy and psychology, continued their popularity throughout the period. This may have been due to the perennial interest in books on psychology, self-help, and popular philosophy. There was, in addition, toward the end of the war and immediately following it, the much-publicized problem of the adjustment of both soldiers and civilians to peace-time conditions. Many books appeared on the subject and they were widely read. A related interest in psychiatry at this time also contributed to the popularity of this type of reading.

Circulation of the 900's—the history classification in which most of the books about the war were found—fell from its wartime peak, as fewer books of this type were written and as public interest declined. A similar decrease in the circulation of travel books may be explained by the fact that interest in the rest of the world dwindled as American soldiers returned from distant points. Some

former soldiers manifested curiosity about places they had visited, but not in any great number.

As a smaller proportion of the budget went into books and magazines of an ephemeral nature, the circulation figures for fiction and periodicals showed a considerable and steady decrease.

The effect of decreased hours is indicated clearly in the circulation figures of the various Library branches and agencies. Circulation at the Main Library fell when its hours were cut. This was true also in the regional and school branches, particularly the latter which suffered the most severe cuts in hours. A contributing factor in the decline in circulation figures, was that on January 1, 1944, circulation rules were changed so that the time-consuming practice of renewing books was abolished. Thereafter, books were charged to patrons for a period of four weeks instead of the customary two weeks—a change that was heartily welcomed by the public.

The Bookmobile Department showed a decrease in circulation in 1944 and 1945. Much of this was due to their truck schedules being reduced from a total of eight days of service per week in 1943, to an average of seven in 1944, and five in 1945 and the following years. This department provided an exception to the general trend, however, by increasing the number of books circulated in each of the years from 1946 to 1949. The only other consistent increase was in the circulation figures of the county branches which were able to improve their service by moves to new quarters, in two cases, and by opening a new branch.

In addition to the circulation of books to individual readers, the Dayton Public Library lends deposit collections of books to numerous local groups. These included social agencies and institutions, such as Stillwater Sanatorium, Irwin Center, the Hillview Home for delinquent girls, the Juvenile Detention House, Siena Home for the Aged, Goodwill Industries, the Y.W.C.A. Residence, the Church Federation, and the staff of volunteer workers in the Girl Scouts and the County Children's Home; educational institutions—Bonebrake Seminary, the nurses' training class at St. Elizabeth Hospital, and a class of the University of Dayton; government agencies—the Army Air Forces Institute, the Army Modification Center, and Riverbend Housing Project; several churches, camps, and business houses.

BOOKS MOST IN DEMAND

Monthly scores kept by the Circulation Department showed that the following books were most popular with Dayton borrowers:

Non-Fiction

1944

Smith,	Betty
Dougla	8
Smith,	Lillia
Davenp	ort
William	18

Tree Grows in Brooklyn Derounian Under Cover The Robe an Strange Fruit Valley of Decision Leave Her to Heaven

Pyle Seagrave Landon Bowen

Here is Your War Burma Surgeon Anna and the King of Siam Yankee from Olympus

1945

Winsor Smith, Betty Douglas Williams
Davenport

Forever Amber Tree Grows in Brooklyn The Robe Leave Her to Heaven Valley of Decision

Pyle Wright Hope Mauldin Bromfield

Brave Men Black Boy I Never Left Home Up Front Pleasant Valley

1946

Forever Amber Black Rose This Side of Innocence The Hucksters King's General

Seagrave

MacDonald The Egg and I
Bromfield Pleasant Valley
Starling Starling of the White House
Liebman Peace of Mind Burma Surgeon Returns

1947

Winsor
Freedman
Janney
Roberts
Lewis

Forever Amber Mrs. Mike Miracle of the Bells Lydia Bailey Kingsblood Royal Liebman

Peace of Mind Liebman Feace of Maria
MacDonald The Egg and I
Gunther Inside U. S. A.
Keith Three Came Home
Perkins The Roosevelt I Knew

1948

Lockridge Williams Yerby	
Turnbull	

Raintree Country House Divided Golden Hawk Bishop's Mantle

Liebman Gunther Carnegie Kinsey

Peace of Mind Inside U. S. A. How to Stop Worrying and Start Living Sexual Behavior in the

Goudge

Pilgrim's Inn

Peale

Human Male Guide to Confident Living

1949

Douglas Mailer Keyes Marquand Yerby Big Fisherman Naked and the Dead Dinner at Antoine's Point of No Return Pride's Castle

Gilbreth Merton Carnegie

Cheaper by the Dozen Seven Storey Mountain How to Stop Worrying and Start Living

Liebman Kinsey

Peace of Mind Sexual Behavior in the Human Male



REFERENCE SERVICE

Each question asked at the reference desk of the public library grows out of a problem or a need felt by a citizen of the community. Thus reference service supplies close contacts between the library and its patrons. It not only reflects individual problems but also supplies a picture of the community by showing the needs of groups of citizens at a particular time.

An individual need was behind the request of the patron who wanted to know the names of cities in Michigan with natural soft water. She was obliged to leave Dayton because of her health (and Dayton's hard water) and thought she might like to live in Michigan. There was the woman who asked for an old English recipe for chess pie, and then carried the personal contact to the extent of bringing one of the pies for the Library Staff to sample. One man wanted to know how to deodorize a skunk. A farm machinery company, sending salesmen into the Southwest, wanted detailed maps of the districts, and sent a representative to the Library to see our Geological Survey Maps. A graduate student wanted to read the correspondence between Germany and the United States after the sinking of the Lusitania. Another patron wanted an illustration of "Klein's bottle", a term in mathematics. There are innumerable other individuals who have been helped in the solving of their problems, big or little, by the Library's reference services.

Group problems tend to follow local, national, or world situations. The Library supplied information about changes in industrial methods when industry changed over to war work and when peacetime reconversion took place. A large group of patrons were concerned with new ways of working, developed during the war, and with new jobs that had appeared. Many veterans, in particular, were interested in establishing and carrying on small businesses. Housing shortages were reflected in the many calls for books on home building and house plans. Ambitious amateurs wanted information on building their own homes, with concrete blocks one of the favorite materials. Rising prices brought inquiries about economical buying and the best products available for limited budgets. The violent local discussions about the removal of the Soldiers' Monument to a new site created an interest in the history of the monument and in other local history.

The post-war years were notable for the mushrooming of the radio quiz contest. Competitors for prizes in local and national contests made such heavy demands on the Library's service that, in March 1947, following the example of other libraries, it was forced to discontinue telephone service on such questions.



CHILDREN AND GOOD BOOKS

The most important function of the Children's Department is to introduce good books to boys and girls. The services offered by the department are designed to help in reaching this goal. In the period 1944-1949, 708 visits were made to public and parochial schools, and there were 3528 classroom visits. In the same period, class visits to the Main children's room and Branch children's rooms totaled 991.

Story hours were held in Branch Libraries during the fall, winter, and early spring for children from six to ten. Picture book hours for pre-school children have been held at the Main Library, and at Dayton View and Belmont Branches. Listening hours have been scheduled for recorded music and story programs, and a weekly radio story hour over Station WONE was started April 9, 1949. In addition, summer programs have been worked out so that the Children's Librarians and children can share interests in books, dramatics, crafts, and story hours.

Contacts with groups working with children were important features of the work of the Children's Department. Talks on resource materials useful in program planning and instruction in storytelling, meetings, exhibits and booklists were given before the following groups: Girl Scouts, Boy Scouts, Camp Fire Girls, Y.W.C.A., Y.M.C.A., Jewish Community Council, Central Girls' Club, Boys' Club, Shawen Acres, St. Joseph's Orphanage, Detention Home, City Recreation Department, Council of Social Agencies, Church Federation, Goodwill Industries, and Dayton Urban League.

Members of the Staff gave talks to PTA and other groups, and in this way services were rendered to parents and others interested in children and children's books. Parents were provided opportunities for discussion with trained Children's Librarians in regard to children's reading interests and problems and in regard to book selection and encyclopedia evaluation for the home library.

An unusual opportunity to help adults in the selection of children's books has been afforded by Rike's department store, where Mrs. Antoinette Q. Rohan, Co-ordinator of Children's Work, has been invited to appear each year during Book Week to advise parents and others concerned with children's reading.

In October 1945, due to the budget and staff limitations, it was decided to limit classroom library service to grades three through eight. In 1944, in order to avoid duplication of service it was decided to serve only schools located more than a half mile from a Library agency.

In 1949, the Children's Department purchased a record machine with money received from Ohio sales tax stamps; and in the same year, the Soroptimist Club of Dayton gave the department a sizable cash gift to purchase records for children.

BRANCH LIBRARIES AND EXTENSION ACTIVITIES

The remodeling of the Belmont Branch began December 15, 1948, and was completed in July 1949. During this time, the branch was open to the public—service being interrupted only at intervals. A formal open house, celebrating the remodeling and new furnishings, was held in the afternoon and evening of October 18, 1949.

In March 1943, it became necessary to close the regional branches on Wednesdays. The continued shortage of funds and staff during the period 1944-1949, meant that the regional branches had to remain closed on Wednesdays as well as on Fridays. These branches also closed on Saturday evenings, beginning September 20, 1947.

In February 1947, Lincoln school branch changed from an afternoon and evening schedule to a day schedule, serving classes from the school in the mornings and evenings, and the community at large in the after-school hours.

The Bookmobile Department moved across the street into the Museum building, February 6, 1948. This move gave them badly needed work space, and at the same time provided expansion room for other departments in the main building. It is recognized that it is most desirable to increase the frequency of bookmobile service, but it is necessary to first make more staff and equipment available.

SPREADING OUT

Encouraging expansion took place in county branches outside the city limits. A new branch was opened in Vandalia, and the branches in West Carrollton and Brookville moved into larger and better quarters. It has been the custom for communities in outlying districts to furnish quarters for their library, with the Dayton Public Library supplying staff and books. The warm cooperation on the part of the citizens of these communities and their interest in their library branches has proved of great value.

Vandalia Branch opened on March 21, 1945, in the Butler Township Building, with shelves made by the students of the Butler Township High School, rugs given by the Murlin Heights Garden Club, a heater supplied by the Vandalia Lions' Club, and a globe and stand given by the Vandalia Homes Project. The Coover Collection, formerly housed in the Vandalia U. B. Church and maintained as a church project, was given to the Dayton Public Library early in 1946. All titles suitable for a small popular library such as that at Vandalia were put on the shelves of the Vandalia Branch with a gift bookplate.

In June 1945, The Brookville Branch moved from its two small

rooms in the village hall to a rented store room much better suited to library purposes. Money for the new quarters was raised through the efforts of the Clio Club (which also gave curtains) and the Rotary Club; wallpaper was donated by Mrs. Edward Leiber and shelves were constructed by the local high school manual training classes. The Brookville Library Committee, at the time of the opening, consisted of Mrs. Cecil Edwards, representing the Clio Club; Miss Edith Cox, the schools; Mr. Harry Smith, the Rotary Club; and Mr. Marion Esterline, the community. Photographs of the Brookville Branch library, with some of its staff and patrons, were among the illustrations in an article in which Look magazine of October 2, 1945, depicted Saturday night in a small town.

The West Carrollton Branch moved into its new quarters in the Town Building in November 1946. Here also the cooperation of the community, and particularly of the Research Club, the Rotary Club, and the Town Council, made improved library facilities possible.

ADDING TO THE LIBRARY'S RESOURCES

The Acquisition Department reports that during the period of this report, new lighting fixtures were installed and new filing cases and other office equipment assigned to the department. Space formerly occupied by a public convenience was cleared, redecorated, fitted with some shelving, and made available for an unpacking room. The staff bookshelf was removed to the Refectory and the new book displays for staff examination to other quarters, thus relieving crowded conditions.

A chronological file by dealer of outstanding orders has facilitated following up orders, and the distribution of outstanding orders by agency serves as a check and makes the computation of amounts of agency outstanding easier. Completed periodical record cards have been thrown into one alphabet, simplifying search for serial information.

Systematic efforts were made to obtain copies of new periodicals to be considered for subscription. An important addition to the list was the "Federal Tax Guide." Periodical gift subscriptions have been received from Altrusa, American Association of University Women, College Woman's Club, and Zonta International. The "Nation's Heritage," too expensive for the Library to buy, came through the courtesy of Frank M. Tait.

The following important accessions were made through purchase: "L'Art Gothique" by Louis Gonse, "L'Art Turc" by C. E. Arseven, "Art of Illuminating" by W. R. Tymms, "Asiatic Art" by H. F. E. Visser, "British Museum Catalogue of Printed Books"—reprint, "Catalogue of the Etchings of Joseph Pennell" by L. A. Wuerth,

"Chemical Abstracts" Decennial Index vol. 31-40, "New York Printing" by D. C. McMurtrie, "Tapestries of the Lowlands" by Heinrich Gobel, "Velazquez" by A. L. Mayer, and "Europa", "Orbis" and "World of Learning."

Through gifts and purchase the set of American Imprints is very nearly complete, and efforts were made to round out the collection of material about Ohio and its cities and towns by the Ohio Writers Project Administration. As the volumes appear, the Dayton Public Library is receiving: "British Empire before the American Revolution" by L. H. Gipson; "British Museum Catalogue of Printed Books"—new edition; "Library of Congress Catalogue of Printed Cards"; "Dictionnaire Critique et Documentaire des Peintres, Sculpteurs, Dessinateurs et Graveurs" by Emmanuel Benezit; "F.D.R.: His Personal Letters"; "History of the South" edited by W. H. Stephenson and E. M. Coulter; "History of United States Naval Operations in World War II" by S. E. Morison; "Second World War" by Winston Churchill; "Who was Who", and "Who was Who in America".

Additions to the film and microfilm collection came from the Library of Congress which sent films of the scrap books of Orville and Wilbur Wright; and from the Dayton Community Welfare Council which gave to the Library the film, "Conscience of Our Community."

PREPARING BOOKS FOR READERS

The period 1944-1949, was spent by the Catalog Department in concentration on the daily task of getting books to the public as rapidly as possible, with the most helpful cataloging possible in the time limit available; with all the attendant routine of card ordering, accessioning, multigraphing, typing of headings and filing of cards.

Cataloging statistics for the six-year period are as follows:

Date	Volumes at beginning of year.	Added	Deducted	Total volumes at end of year.
1944	425033	25553	20398	430188
19 4 5	43 0188	24098	14358	439928
1946	439928	26708	19141	447496
1947	447496	20653	21762	446387
1 94 8	446387	19733	15650	450470
1949	450470	22663	20982	452 151

The figures above should be read with the thought in mind that the volume counts include few duplicates or replacements. Practically no sizable orders were made in 1944-1949 for either duplicates or replacements in the adult collection. The count of volumes represents chiefly single titles, each of which was a separate item to be cataloged. There were many "Transfers" during this period which do not require cataloging but which do require the pulling and refiling of cards and change of records. As an example, when Whittier Branch was closed in 1949, many Whittier titles were transferred to other agencies. There is a regular and constant movement throughout the Library collection on account of cancellations and receipt of new editions.

In addition to various volumes on subject headings for special topics (e.g. List of Subject Headings for Chemistry, put out by the Special Libraries Association, Chemistry Section; Catholic Subject Headings by Father O. L. Kapsner; List of Theological Subject Headings, by Julia Pettee; etc.), a number of important additions were made to the Catalog Department collection of cataloging tools. During this period, The British Museum Catalog of Printed Books, 1881-1900 in 58 volumes, and the Supplement in 10 volumes covering the years 1900-1905, were added. Also added were volumes 37-41 of the British Museum General Catalog. The valuable 42 volume Supplement to the Library of Congress Catalog of Printed Cards was added to supplement our Library of Congress Catalog of Printed Cards (167 volumes).

DAYTON COLLECTION

The Dayton Public Library early began collecting material about Dayton and its people, but this material was not set aside as a separate Dayton Collection until 1897-1898. For many years books in this collection were shelved in one of the offices on the first floor, where they were available to the public through the services of the staff at the Information Desk. Pamphlets, local periodicals and other ephemeral materials were stored in pamphlet boxes in the Catalog Department.

Late in 1944, a Dayton Room was created with stacks as walls at the south end of the Annex second floor. Here, the Dayton books were moved; and in January 1945, the process of moving and organizing the pamphlets and periodicals from the Catalog Department to vertical files at this new location began. Organization of this loose material has been accomplished on a broad subject arrangement, so that it is now more accessible for reference use. Complete organization and indexing is a long-range program on which a start has been made. The Dayton Room, because of lack of building facilities, cannot be opened to the public, but materials from the collection are available through the services of the Reference Department on the second floor.

PROFESSIONAL ACTIVITIES OF THE STAFF

The staff members of the Dayton Public Library have actively participated in professional activities and have attended library meetings and conventions whenever possible. The 1946 convention of the American Library Association at Buffalo was the first held since 1942. Ten members of the Dayton staff were in attendance at the convention. Seven members took the long trip to the San Francisco A.L.A. convention in 1947, and thirteen staff members went to the 1948 convention in Atlantic City. In 1949, two of the staff went to the Eastern Regional A.L.A. convention in Atlantic City, while nine members went to the Midwestern Regional A.L.A. convention held in Grand Rapids.

During the six years covered by this report, several members of the staff were prominent in professional activities and held positions of importance. Miss M. A. Newberry represented the Ohio Library Association on the A.L.A. Council from 1946 to 1949. Miss Esther Kelly edited S.O.R.T. and was on the steering committee of the A.L.A. Staff Organization Round Table. Miss Mildred T. Stibitz was Ohio representative on the A.L.A. Membership Committee, and was also a member of the A.L.A. Joint Committee on Library Work as a Career. In November 1949, Miss Stibitz was elected vice president and president elect of the Ohio Library Association. Mrs. Antoinette Q. Rohan was membership chairman for Ohio of the A.L.A. Division of Libraries for Children and Young People, and was chairman of the O.L.A. Section for Workers with Children and Young People. Miss Virginia Hollingsworth was secretary of the Ohio Library Association, and served as president of the Ohio Valley Regional Group of Catalogers. Miss Catharine E. Suber was Ohio representative on the A.L.A. Membership Committee.

The three day annual convention of the Ohio Library Association was held in Dayton, October 21-23, 1948. Dr. Luther Evans, Librarian of Congress, and Mr. Merle Miller, New York author and editor, were the principal speakers. Members of the Dayton Public Library staff were largely responsible for the necessary arrangements in making the Dayton convention an outstanding one.

In January 1944, Miss M. A. Newberry was elected Chairman of the Board of the Public Employees Retirement System of the State of Ohio. She had been a member of the Board since 1941.

In October 1945, Mr. Hamilton was named a member of the library committee of the Ohio Post-War Program Committee with the purpose of obtaining for Ohio libraries surplus educational materials that had been released by the Army. In 1947, Mr. Hamilton was appointed a member of the executive committee of the Citizens'

Library Committee of Ohio for the purpose of promoting library service throughout Ohio.

STAFF ASSOCIATION ACTIVITIES

In 1944, members of the Staff Association were responsible for the attractive redecoration of the Refectory and for the establishing of the Staff book shelf in the Refectory. A land mark was the completion of a Staff Code in June 1946, which had been begun several years before. In 1948, a Suggestion Committee was appointed to act as a clearing house for suggestions from the staff relative to bettering library procedures. A new Constitution was adopted in 1949, which changed the name of the organization from "Friends of Reading" to "Dayton Public Library Staff Association." As a result, the frequency of meetings was changed from monthly to bi-monthly and there were changes in the functions of committees. The typical meeting program was changed from a strictly book reviewing session, to a meeting of a very general and informal nature to which a local speaker was usually invited. In 1949, the first staff directory was issued; and a staff bulletin was revived. The first sale of Ohio Calendars for benefit of the Staff Loan Fund was also established at that time.

Presidents of the Staff Association

1943-44: Louise Turpin 1944-45: Marjorie E. Shupe 1945-46: Elizabeth Faries 1946-47: Margaret Davis Mildred T. Stibitz

1947-48: Elizabeth F. Miller 1948-49: Ethel E. Else 1949-50: Eva D. Edgerton

GIFTS

In the six years covered by this report, many books, pamphlets, and magazines were given to the Library. A total of 2,114 donors gave 52,650 items, including 26,645 books. Many Dayton clubs have honored past officers or members by giving books to the Library; individuals have made similar donations in honor of friends or relatives. Photographs and many other items of local interest have been given to the Dayton Collection.

Among the donors, the following were responsible for gifts of two hundred volumes or more:

Mrs. George Anders Marie Cosler Mrs. J. H. Dohner Ralph Ertel Mrs. Byron Harlan Anna Holstein William Huffman Family Mrs. Joseph Lowes Mrs. Irving Morrissett Mrs. William Patterson George A. Smart George Welles

Many volumes were received from the estates of Mrs. W. W. Cunningham, A. J. Keefer, Katherine G. Loy, Alice Kile Neibel, and Walter B. Wolf; and as memorials from the B. F. McCann family in memory of Mary T. Beaver; Mrs. Breene Gale Loughridge in memory of Carrie A. Breene; Osa Penny and Mrs. Clarke Sullivan in memory of Osa Penny Gunckel; Fowler Stoddard Smith in memory of Thomas J. S. Smith and Samuel B. Smith; Maude and Alice Spitler in memory of Edith Spitler Tunison; Jonathan Harshman Winters in memory of Valentine and Helen Clegg Winters; and from the family in memory of General George H. Wood.

Of special interest was the material from the Orville Wright Estate consisting of the only issue of "The Midget," a tiny periodical published by the Wright Brothers when boys; titles of "The West Side News" and "The Evening Item," issued by them in 1889-1890; some manuscript letters and six genealogies of the Wright and related families; and some fifty volumes and pamphlets dealing with aeronautics.

One or more volumes have been given either by clubs or individuals in honor or in memory of the following people; new book plates for each type of gift have been designed for use in these volumes:

Mrs. F. P. Beaver Charles Thomas Biederman Bertha Bippe Katherine M. Bomford Olive A. Bowdidge Catherine Crowell Bowman Edith Longstreth Boyer Carrie Breene Col. Fred Bury Ora B. Chapman Dr. Claud N. Chrisman Cora Van Winkle Clark Mrs. Roy L. Constant Ray Deem Mrs. Mary Reeve Dexter Jerome Didier Elizabeth Bragdon Doren Elmer H. Eickman

Bertha Burtch Landis Alice Lane Hattie B. Lane Clara Crowell McBride Charles S. J. MacNeil Lucille Marechal Anna Traebing Martin Lucy Matthews Ruth Mayne Rose Monroe Mary L. Morrill Minnie Mundy Marian Murlin Alice Kile Neibel Harriet Crowell Nicholas Effie May Notz Emmett A. Nunan Mrs. J. H. Painter

Mrs. Dwight Elliott Gertrude Crowell Estabrook Willie Estabrook Florence Fischbein Alice Beachem Floyd Edith Sherrick Gilbert Lou Gray Hester Gress Hon. Byron B. Harlan Florence Shepherd Haynes Mrs. E. H. Herr Catherine Hollahan G. Lillian Horn Horace A. Huffman Mary Alice Hunter Mrs. J. Burlin Johnson Elizabeth N. Kent Bert Klopfer

Georgia B. Parrott Elgar Grant Pumphrey Grace Stivers Purvis Agnes Thomas Robert Edith F. Rowe Anna Whittaker Roussel Lt. Col. William H. Sachs Dr. J. D. Smith Marie Bover Smith Sara Gillespie Smith Sarah Steffan Edith Suffron Lt. Jerald Rand Taber Lou Weber Nan B. Williams Agnes Byrne Wolfe Mrs. Dwight Young Maud L. Zehring

Among the local clubs that gave books to the Library were: Advance Club, Altrusa Club, American Association of University Women, American Legion Auxiliary—Post 5, Betsy Trotwood Club, Brown School P.T.A., College Women's Club, Current Events Club, Daughters of 1812—Henry Rogers Chapter, Federation of Women's Clubs, Friday Afternoon Club, Friendship Group, Helen Hunt Club, Library Friends, Marley Monday Circle, Spade & Trowel Garden Club, United Daughters of the Confederacy, and the Woman's Literary Club.

One of the outstanding gifts was the Van Cleve-Dover collection of books, purchased for the Library through the kindness of Col. E. A. Deeds. These books and documents belonged to Benjamin Van Cleve, John Van Cleve, and Samuel Best Dover, all prominent in Dayton history, and include the best literature of the late eighteenth and early nineteenth centuries and important manuscripts connected with early Dayton. Included in this collection are the first books printed in Ohio: "The Laws of the Northwest Territory, 1796-1801", and "The Laws and Statutes of Ohio, 1803-1825". Charles F. Kettering gave "The North American Indian" by Edward S. Curtis and Frederick W. Hodge. This work consists of twenty large volumes of text and twenty portfolios of valuable photographs on the lives and habits of the American Indians. Mrs. George Antrim gave a fund for the purchase of volumes in memory of relations and friends, and the family and friends gave a sizable sum in memory of Mrs. Effie May Notz. Friends from Indianapolis, Indiana, and Deep River. Connecticut, sent checks with which to buy books in memory of Horace Huffman and Charles MacNeil respectively.

Nearly one thousand photographs of Dayton scenes, taken by William Lutzenberger, were bought for the Library from his heirs by a group of donors which included Victor Emanuel, Eugene Kennedy, Frank M. Tait, Samuel Thal, The General Motors Corporation, International Business Machines, and The Sheffield Foundation. These pictures, which show Dayton scenes from the middle 1870's to 1941, form an invaluable record of local history.

From the Miami Valley History Account the following purchases were made: Sander's Spelling Books; Abraham Lincoln, the First American; Broadside of Speech by Henry Clay; and the only known copy of Gridiron Revividus. An anonymous donor is sending the Library as published, the expensive Bollingen series. From the Army Map Service came an extensive shipment of maps which, because of staff and space shortage, have not yet been made available for use.

Through the cooperation of the Ohio Bell Telephone Company, a deposit collection of telephone directories is kept up to date as new editions are published. This collection is shelved in the Reference Department and is the most extensive collection in the Dayton area. It includes directories from all cities in the United States of over 100,000 population, smaller cities of importance in surrounding states, and all cities in Ohio of over 10,000 population. There are directories of important Canadian cities, as well as for world centers of commerce such as London, Paris, Liverpool, Cape Town, Sydney, Buenos Aires, Rio de Janeiro, Havana, Mexico City, and Honolulu. It is a most valuable asset to the Reference Department.

A gift of land was made by Miss Elizabeth B. Doren, formerly vicelibrarian. This tract, in Fort McKinley on the Salem Pike, to be used as the site of a branch building, was donated in memory of Miss Doren's sister, Miss Electra C. Doren, Librarian of the Dayton Public Library for many years.

A WORD OF APPRECIATION

Besides those who have so generously added to our book resources the Library has benefited greatly by the interest and counsel of many other friends. To the staffs of the **Dayton Daily News**, of the **Journal Herald** and of the **Dayton Press**, we have been constantly indebted for aid in reaching our patrons with word of services offered and problems faced.

To our co-workers, the County Commissioners, Messrs. Brumbaugh, Ahlers and Munger; and the County Budget Commission, Messrs. Haines, Heck and Myers; to the Dayton Board of Education

and to its kindly executive and teaching staffs; as well as to the friendly staff of the County Auditor's office, we tender our hearty thanks for much aid and good-will and many suggestions.

The Librarian is deeply conscious of the constant thought, the unstinted backing, the help and resourcefulness of our Board of Library Trustees.

And a special tribute is gratefully paid to my fellow members of the Dayton Public Library staff. The years covered by the report were years of strain, years when many opportunities for more remunerative war employment were to be found close at hand. Yet the staff held together loyally and with little complaint. For the fine team work that got things done under difficulties and for the personal friendship which you all showed and which meant so much in those times of stress I am deeply grateful. To you who carried the brunt of meeting requests and giving friendly, efficient service, whether you were Department Head or newest recruit, goes the credit for our accomplishment and this line of hearty appreciation.

WILLIAM J. HAMILTON
Librarian

SUPPLEMENTARY TABLES

Volumes active by class, 1949

Volumes active by agency, 1949

Circulation statistics, 1944

Circulation statistics, 1945

Circulation statistics, 1946

Circulation statistics, 1947

Circulation statistics, 1948

Circulation statistics, 1949

Library statistics, 1944-1949, arranged according to the A.L.A. form.

Gift and endowment funds.

Forty-six year record of the Dayton Public Library.

VOLUMES ACTIVE BY CLASS

December 31, 1949

		-,	
Classes—	Adult	Juvenil	e Total
000—General	9,138	1,244	10,382
050—Periodicals	26,739	1,435	28,174
070—Newspapers	60		60
100—Philosophy	6,726	30	6,756
200—Religion	8,960	1,081	10,041
300—Sociology	28,574	6,257	34,831
400—Philology	1,912	78	1,990
500—Science	9,223	3,892	13,115
600—Useful Arts	27,758	3,915	31,674
700—Fine Arts	19,372	4,565	23,937
800—Literature	29,440	3,791	33, 2 31
900—History	20,894	3,234	24.128
Travel	17.727	4.090	21,817
Maps	34	4,090 1	35
Biography	20,901	4.571	
Picture Books	20,301	21,399	25,472
Dayton	2,414	21,399	21,399
Crostian	2,414 45		2,414
Croatian	99	_	45
Eng. for Foreign	868	10	99
French		10	878
German		134	3,330
	13	_	13
Hungarian	855	_	855
Italian	41		41
	796	_	796
Rumanian	1		.1
Spanish	98	-	98
Yiddish	59		59
Other Languages	10		10
Public Documents			8,769
Music—Sheet	143	_	143
Music—Vols	1,263		1,263
Dental	188	_	188
m . 1			
Total	246,317	59,727	306,044
Unaccessioned	2,228		2,228
m:4 1 G1			
Total Class	248,545	59,727	308,272
Fiction	109,634	34,245	143,879
G 1 m . 1			
Grand Total	358,179	93,972	452,151
		*	•

VOLUMES ACTIVE BY AGENCY

December 31, 1949

		•				
	Adult	Adult	Adult	Total	Total	Grand
	Reference	Class	Fiction	Adult	Juvenile	Total
Central Library—	40 720	100 096	90 740	107 404	12,671	200,075
Main Stations	48,738 4,375	108,926 15,552	29,740 21,596	187,404 41,523	1,267	42,790
High School	802	5,289	2,779	8,870	1,201	8,870
Classroom		0,200	2,113	0,010	7,508	7,508
One Day	_	20	371	391		391
Museum	505		_	505		505
Bookmobile	3	1,842	3,320	5,165	8,309	13,474
County Bookmobil	e 3	2,470	3,892	6,365	7,935	14,300
Total	54,426	134,099	61,698	250,223	37,690	287,913
County Branches—						
Brookville	58	772	1,565	2,395	1,612	4.007
Vandalia	21	221	414	656	945	1,601
West Carrollton	35	516	828	1,379		3,017
Webs Guildings					<u> </u>	
Total	114	1,509	2,807	4,430	4,195	8,625
Regional Branches—						
East	1,712	8,111	5,543	15,366	5,099	20,465
West	1,622	7,822	4,683	14,127	3,982	18,109
E. C. Doren	818	6,364	6,058	13,240	5,593	18,833
Dayton View	839	8,009	8,706	17,554	5,264	22,818
Westwood	366	4,205	5,036	9,607	5,254	14,861
Belmont	278	2,658	2,737	5,673	4,768	10,441
Total	5,635	37,169	32,763	75,567	29,960	105,527
Total	0,000	01,100	02,100	10,001	20,000	100,021
School Branches—						
Brown	266	2,337	2,821	5,424		9,858
Cleveland	214	1,743	2,375	4,332		9,076
Emerson (closed)	118	672	415	1,205	407	1,612
Jackson (closed)	70	252	308	630		630
Lincoln	288	1,718	2,094	4,100		7,829
Patterson	199	1,301	1,832	3,332	3,499	6,831
Whittier (closed)	147	663	769	1,579		4,072
Wogaman Wright (closed)	220 17	1,020 280	1,173 679	2,413 876		5,234 876
Wright (closed)				010		010
Total	1,539	9,986	12,366	23,891	22,127	46,018
Medical (closed)	897	943	_	1,840	_	1,840
Total Accessioned	62,611	183,706	109,634	355,951	93,972	449,923
Unaccessioned	2,228	_		2,228	_	2,228
Grand Total	64,839	183,706	109,634	358,179	93,972	452,151

CIRCULATION STATISTICS

	Adult	Adult	Adult	Total	T	Grand
Main and Chatiana	Fiction F	eriodica.	Class	Adult	Juvenile	Total
Main and Stations— Main	104.055	12,445	75,215	191,715	38,526	230,241
	7,576	1,021	8,555	17,152	•	17,152
High School		1,021	1,140	3,642		3,642
N. C. R.	2,502	_			243	1,476
Misc. Sta.	751		482	1,233		
De Soto Bass Cou		_	376	2,398	3,825	6,223
Parkside Homes	1,491	3	112	1,606	6,498	8,104
Total	118,397	13,469	85,880	217,746	49,092	266,838
Regional Branches—						
East	20,518	4,999	5,953	31,470	22,249	53,719
West	13,243	4,929	7,429	25,601	20,058	45,659
	10,240	5,020	6,158	32,854	25,997	58,851
E. C. Doren	20,703	5,993	0,100			
Dayton View	48,092	7,933	17,371	73,396	26,628	100,024
Westwood	19,987	4,630	5,293	29,910	19,502	49,412
Belmont	20,226	5,258	5,224	30,708	20,536	51,244
Total	142,769	33,742	47,428	223,939	134,970	358,909
Total	142,709	33,142	41,420	440,909	134,510	330,303
School Branches-						
Brown	10.336	3,804	3,153	17,293	17,312	34,605
Cleveland	13,162	4,572	3,374	21,108	28,603	49,711
Lincoln	3,700	2,017	1,146	6,863	21,780	28,643
Whittier	3,876	2,142	808	6,826	23,962	30,788
			2,025	13,116	20,303	33,419
Patterson	8,995	2,096				
Wogaman	3,855	1,543	1,173	6,571	19,627	26,198
Total	43,924	16,174	11,679	71,777	131,587	203,364
	·	•	•	·		
County Branches—				F 505	0.714	0.410
Brookville	4.963	115	627	5.705	2,714	8,419
West Carrollton	5,989	856	1,047	7,892	4,175	12,067
			1.074	10.505	<u> </u>	90.406
Total	10,952	971	1,674	13,597	6,889	20,486
Bookmobiles—						
City	11,685	4,518	2,584	18,787	53,182	71,969
County	18,195	13	4,772	22,980	32,666	55,646
County						
Total	29,880	4,531	7,356	41,767	85,848	127,615
20002						
			154015	F00 000	400 000	077 010
Total	345,922	68,887	154,017	568,826	408,386	977,212
Classroom—						
City Schools						
Public					53,077	53,077
Parochial					8,350	8,350
					32,346	32,346
County Schools						
Total Classroom					93,773	93,773
Total Classicom		_			,	,
Grand Total	345,922	68,887	154,017	568,826	502,159	1,070,985
	,		•	•	•	

CIRCULATION STATISTICS

	Adult	Adult	Adult	Total		Grand
	Fiction I	Periodical	Class	Adult	Juvenile	Total
Main and Stations—						
Main	100,383	13,387	77,782	191,552	36,045	227,597
High School	8,488	627	9,252	18,367		18,367
N. C. R.	2,635	_	924	3,559		3,559
Misc. Sta.	1,042	_	350	1,392	334	1,726
Br. Sta. East De Soto Bass Court	215 1,406	_	297	215	2,512	215
Parkside Homes	1,960	_	297 86	1,703 2,046	6,0 6 6	4,215
r arkside Homes	1,500			2,040		8,112
Total	116,129	14,014	88,691	218,834	44,957	263,791
Regional Branches—						
East	22,044	5,558	6,193	33,795	22,998	56,793
West	15,000	4,547	7,298	26,845	17,074	43,919
E. C. Doren	20,703	6,025	6,788	33,516	22,188	55,704
Dayton View	48,034	8,103	16,660	72,797	24,463	97,260
Westwood	19,600	4,162	5,112	28,874	17,350	46,224
Belmont	19,127	5.051	5,329	29,507	20,920	50,427
Total	144,508	33,446	47,380	225,334	124,993	350,327
School Branches—	,	00,000	,000	,	121,000	000,021
Brown	10,258	2,967	2,709	15,934	18,432	34,366
Cleveland	12,266	3,550	3,156	18,972	28,777	47,749
Lincoln	3,925	2,231	1.096	7,252	23,964	31,216
Patterson	8,897	2,689	2,062	13,648	18,863	
Whittier	3,808	1,366	676		14,774	32,511
Wogaman	2,919			5,85 0		20,624
Wogaman		1,054	876	4,849	13,141	17,990
Total	42,073	13,857	10,575	66,505	117,951	184,456
County Branches—						
Brookville	6,118	221	1,147	7,486	3,494	10,980
Vandalia	3,837	48	710	4,595	2,609	7,204
West Carrollton	7,278	1,222	1,165	9,665	3,933	13,598
Total	17,233	1,491	3,022	21,746	10,036	31,782
Bookmobiles— City	7 070	A 17	0.004	0.40		40 200
County	7,076	47	2,284	9,407	39,323	48,730
County	17,782	36	4,246	22,064	36,494	58,558
Total	24,858	83	6,530	31,471	75,817	107,288
Total	344,801	62,891	156,198	563,890	373,754	937,644
Classroom—	·	,	, ,	,	,	001,011
City Schools						
Public						
Powerhiel Cala	-1-		_		33,804	33,804
Parochial Scho	018		_		6,789	6,789
County Schools		_		_	21,755	21,755
Total Classroom					00.040	
- Crassi Ouiii		_	_	_	62,348	62,348
Grand Total	344,801	62,891	156,198	563.890	436,102	999,992
	,	,	-,	,	,	- 50,002

		1010	,			
	Adult	Adult	Adult	Total		Grand
	Fiction 1	Periodica	l Class	Adult	Juvenile	Total
Main and Stations—	100 040	10 845	00.055	100.050	07 500	007.540
Main	100,248	12,745	86,957	199,950	37,598	237,548
High School	8,626	605	9,676	18,907		18,907
N. C. R.	1,729	_	692	2,421		2,421
Misc. Sta.	753		131	884	2 70	1,154
Br. Sta. East	127		_	127		127
Br. Sta. Belmont	417		39	456		456
De Soto Bass Cou			171	1,604	2,610	4,214
Parkside Homes	2,398		96	2,494	6,384	8,878
a di libide Tionies				2,101	0,001	0,010
Total	115,731	13,350	97,762	226,843	46,862	273,705
	110,101	10,000	31,102	220,043	40,002	213,103
Regional Branches—						
East	23,319	4,773	6,276	34,368	24,477	58,845
West	14,5 2 8	4,527	7,532	26,587	20,692	47,279
E. C. Doren	20,806	6,066	6,606	33,478	24,170	57,648
Dayton View	46,207	8,275	17,325	71,807	24,237	96,044
Westwood	20,999	3,952	5,294	30,245	18,701	48,946
Belmont						
Dennont	19,967	5,165	5,123	30,255	21,684	51,939
Total	145 096	22.750	40 156	206 740	122 061	260 701
	145,826	32,758	48,156	226,740	133,961	360,701
School Branches—						
Brown	8,164	2,532	2,164	12,860	15,562	28,422
Cleveland	12,106	3,028	2,985	18,119	28,861	46,980
Lincoln	3,621	1,444	868	5,933	19,704	25,637
Patterson	6,208	1,953	1,578	9,739	17,886	27,625
*Whittier	2,099	805	426	3,330	8,842	
Wogaman				4 106		12,172
Wogaman	2,318	1,010	778	4,106	14,630	18,736
Total	34,516	10,772	8,799	54,087	105,485	150 579
	34,310	10,772	0,199	34,007	100,400	159,572
County Branches—						
Brookville	7,556	542	1,431	9,529	4,648	14,177
Vandalia	4,401	135	1,055	5,591	4,134	9,725
West Carrollton	5,725	867	865	7,457	3,412	10,869
Total	17,682	1,544	3,351	22,577	12,194	34,771
Bookmobiles—	,	-,	-,	,	,	0 -,
	6 024	_	1 000	0.010	40 041	40 100
City	6,934	5	1,980	8,919	40,241	49,160
County	17,350	7	4,476	21,833	40,859	62,692
M-4-1	04.004		0.450	00.750	01.100	111.050
Total	24,284	12	6,456	30,752	81,100	111,852
						
 . 1	000 000	FO 400	104 504			
Total	338,039	58,436	164,524	560,999	379,602	940,601
Classroom—						
City Schools						
Public					28,385	28,385
Parochial						
	_		_		17,596	17,596
County Schools	_				15,376	15,376
Total Classroom					61 257	61 257
Total Classroom		_	_	_	61,357	61,357
Conned Madal	220,000	E0 400	104 504	ECO 200	440.050	1 001 050
Grand Total	338,039	58,436	164,524	560,999	440,959	1,001,958
*Closed June 12, 1946						

Main and Stations	Adult Fiction F	Adult Periodica	Adult l Class	Total Adult	Juvenile	Grand Total
Main and Stations— Main	91,472	11,734	81,812	185,018	36,776	221,794
High School	7,511	614	8,967	17,092	30,110	17,092
N. C. R.	1,860	014	7 2 3	2,583		2,583
Misc. Sta.	248		302	550	587	1.137
Br. Sa. East	45		18	63	301	63
*Br. Sta. Belmont	6		10	6		6
De Soto Bass Cour		2	70	960	1,856	2,816
Parkside Homes	3,248	4	212	3,460	7,048	10,508
Faikside Homes	3,240			3,400	1,040	10,500
Total	105,278	12,350	92,104	209,732	46,267	255,999
	100,210	12,000	52,101	200,102	10,201	200,000
Regional Branches—	90 617	E 0.477	6 200	21 064	99 E9 <i>e</i>	E4 550
East	20,617	5,047	6,300	31,964	22,586	54,550
West	12,697	3,809	6,502	23,008	18,515	41,523
E. C. Doren	20,097	4,918	6,184	31,199	25,810	57,009
Dayton View	44,309	7,744	16,767	68,820	22,235	91,055
Westwood	18,720	3,405	5,199	27,324	16,318	43,642
Belmont	17,894	5,04 0	4,781	27,715	22,262	49,977
Total	134,334	29,963	45,733	210,030	127,726	337,756
School Branches—						
Brown	6,214	2,332	1,407	9,953	15,847	25,800
Cleveland	7,996	2,605	2,065	1 2 ,666	20,582	33,248
Lincoln	3,252	1 ,4 88	665	5,405	16,068	21,473
Patterson	4,647	1,550	1,053	7,250	17,406	24,656
Wogaman	2,081	983	732	3,796	14,908	18,704
Total	24, 190	8,958	5,922	39,070	84,811	123,881
County Branches-						
Brookville	7,127	629	1,307	9,063	4,842	13,905
Vandalia	4,806	228	1,034	6,068	4,623	10,691
West Carrollton	5,087	820	952	6,859	4,057	10,916
Total	17,020	1,677	3,293	21,990	13,522	35,512
Bookmobiles—	,	_,	0,00	,	,	00,011
City	6,746		1.910	8,656	42.646	E1 209
County		4				51,302
County	16,396	4	4,423	20,823	45,968	66,791
Total	23,142	4	6,333	29,479	88,614	110 002
Iotai	25,142	-	0,333	29,419	00,014	118,093
Total	303,964	52,952	153,385	510,301	360,940	071 941
	303,304	02,902	100,000	310,301	300,840	871,241
Classroom—						
City Schools						
Public	_			-	27,500	27,500
Parochial		_			18,570	18,570
County Schools					13,704	13,704
Total Classroom		_		_	59,774	59,774
~						<u> </u>
Grand Total	303,964	52,952	153,385	510,301	420,714	931,015
*Closed March 1, 1947				•	-	•

•		1948				
	Adult Fiction I	Adult Periodical	Adult Class	Total Adult	Juvenile	Grand Total
Main and Stations—						
Main	88,401	11,277	80,328	180,006	36,816	216,822
High School	7,404	432	8,446	16,282	_	16,282
N. C. R. Misc. Sta. Circ. &	1,458 Juv. 365		583 105	2,041 470	169	2,041 639
Br. Station East	49	_	13	62	109	62
De Soto Bass	556	_	30	586	2,094	2,680
Parkside Homes	2,993		228	3,221	7,066	10,287
Total	101 ,226	11,709	89,733	202,668	46,145	248,813
Regional Branches-						
East	21,566	5,519	6,722	33,807	20,194	54,001
West	11,912	3,246	5,363	20,521	16,634	37,155
E. C. Doren	20,091	4,595	6,497	31,183	28,575	59,758
Dayton View	42,596	7,787	16,579	66,962	25 ,098	92,060
Westwood	17,519	3,668	4,779	25,966	14,627	40,593
Belmont	16,733	4,964	4,621	26,318	24,822	51,140
Total	130,417	29,779	44,561	204,757	129,950	334,707
School Branches-						
Brown	5,487	2,480	1,322	9,289	17,380	26,669
Cleveland	7,797	2,825	1,903	12,525	22,789	35,314
Lincoln	1,849	1,108	501	3,458	15,376	18,834
Patterson	3,912	1,306	717	5,935	15,989	21,924
Wogaman	1,716	901	639	3,256	13,967	17,223
Total	20,761	8,620	5,082	34,463	85,501	119,964
County Branches—						
Brookville	6,520	639	1,210	8,369	5,503	13,872
Vandalia	4,502	154	793	5,449	4,197	9,646
West Carrollton	5,127	624	1,033	6,784	4,449	11,233
Total	16,149	1,417	3,036	20,602	14,149	34,751
Bookmobiles						
City	5,450	92	1,442	6,984	45,238	52,222
County	15,293	95	4,529	19,917	45,904	65,821
Total	20,743	187	5,971	26,901	91,142	118,043
Total	289,296	51,712	148,383	489,391	366,887	856,278
Classroom—						
City Schools						
Public	_				29,782	29,782
Parochial					19,908	19,908
County Schools			_	_	9,874	9,874
Total Classroom					59,564	50 564
Total Classicom					35,304	59,564
Grand Total	289,296	51,712	148,383	489,391	42 6,451	915,842

	Adult	Adult	Adult	Total		Grand
36. 36	Fiction :	Periodical	l Class	Adult	Juvenile	Total
Main and Stations—	05 601	11.015	00 100	100 400	40.000	
Main	85,691	11,617	83,180	180,488	42,396	222,884
High School	7,141	259	8,390	15,790	_	15,790
N. C. R.	857		390	1,247		1,247
Misc. Sta. Circ. & J			97	606	207	813
Br. Station East	_69	_	5	74	_	74
De Soto Bass Cts.	527		14	541	2,657	3,198
Parkside Homes	2,553	16	98	2,667	6,854	9,521
Total	97,347	11,892	92,174	201,413	52,114	253,527
Regional Branches-					•	•
East	21,398	4,890	7,268	33,556	21,766	55,322
West	12,515	3,865	5,551	21,931	16,683	38,614
E. C. Doren	19,246	4,314	6,056	29,616		
Dayton View	43,634	7,216	16,761		30,758	60,374
Westwood	19,215	3,396		67,611	30,126	97,737
Belmont			5,554	28,165	19,763	47,928
Belmont	18,481	5,303	5,211	28,995	26,508	55,503
Total	134,489	28,984	46,401	209,874	145,604	355,478
School Branches—						
Brown	5,382	2,565	1,381	9,328	20,022	29,350
Cleveland	7,653	2,683	2,397	12,733	27,439	40,172
Lincoln	1,926	1,035	566	3,527	16,697	20,224
Patterson	3,619	951	706	5,276		
Wogaman	2,790		574		18,208	23,484
Wogaman	2,190	1,347	374	4,711	16,706	21,417
Total	21,370	8,581	5,624	35,575	99,072	134,647
County Branches—				•	•	, , , , , ,
Brookville	7,520	1 904	1 540	10 070	7 000	15 401
Vandalia		1,204	1,549	10,273	7,208	17,481
West Carrollton	5,105	243	1,051	6,399	4,448	10,847
west Carrollton	4,961	805	1,001	6,767	5,455	12,222
Total	17,586	2,252	3,601	23,439	17,111	40,550
Bookmobiles—		•	-,	,	,	20,000
City	5,279	159	1 571	7 000	40.550	
County		152	1,571	7,002	48,559	55,561
County	16,530	212	4,400	21,142	54,296	75,438
Total	21,809	364	5,971	28,144	102,855	130,999
	,000	001	0,011	20,111	102,000	100,000
Total	900 001	50.056				
· · · ·	292,601	52,073	153,771	498,445	416,756	915,201
Classroom—						
City Schools						
Public					90 500	00.500
Parochial			_		30,589	30,589
County Schools	_	_	_	_	19,707	19,707
•			_		9,313	9,313
Total Classroom					E0 600	E0.000
			_		59,609	59,609
Const. I. T. A. 3						
Grand Total	292,601	52,073	153,771	498,445	476,365	974,810
			•		· - •	,

LIBRARY STATISTICS, 1944-1949 ARRANGED ACCORDING TO THE FORM RECOMMENDED BY THE AMERICAN LIBRARY ASSOCIATION

Annual Reports for the years ending December 31, 1944, 1945, 1946, 1947, 1948 and 1949.	i,
Dayton Public Library and Museum, Dayton, Ohio	
Librarian, William J. Hamilton. Date appointed, Feb. 1, 1936	j.
Date of founding, 1860. Dayton Library Association established 1847	7.
Dayton Public School Library established 1855 merged into Dayton Public Library 1860.	n
Population served 365,952, (City 243,108; County Library District 122,844) (U. S. Census 1950)	ŧ
Terms of use: Free for lending to residents of unit served.	
Number of days open during 1949 (Central Library) 254 days Holidays closed: New Year's, Washington's Birthday, Memoria Day, Independence Day, Labor Day, Thanksgiving and Christ mas.	
1949 Hours of opening (Central Library) Mon Thurs., 9:00 a.m.—9:00 p.m.; Sat. 9:00 a.m 6:00 p.m Total hours open per week 57.	1.
Short staff prevented Friday and Sunday opening since December 1, 1946.	:-
AGENCIES	
Total number of agencies in 1949 (including Central Library) 24	3
Central Library	1
b. In schools	6 5 5
Stations:	
a. In schools 14 b. Other 1	8
Other agencies—Bookmobile stops (2 Bookmobiles) 6	8
24	3

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Actin delighting		15.00 1000 1000 1000 1000 1000			317.15	TECOTES.
And Freeman	多	1000年	4440 (3459)	15.05.05.05.05.05.05.05.05.05.05.05.05.05	1881,1885 1881,1880	ATT. MED
P. Strand Tolkal or the medicate of patent bush	#	SALES FALES	11,0001,08508	(MAI) (M.E)	HERM	HTH HILL
Ville Control of Contr	を発売がたが存	\$ \$\tau \tau \tau \tau \tau \tau \tau \tau	第章	報	海	TAY.
मानुष्य मानाम्प्रेश्चः १४ म्ह्युक्तिम्प्रम् तेत्रम्मरम्भाक्ष्यः १०४८म् ।	等	美	250,72455 246,84365	**************************************	48,497 29,165	#K,0739
Mord grovers franch knumby butters the see	(448 (41) (448 (41)	148, 148, 814) (146, 1614)	78.880 (VII.74%)	77.869 (18.333)	777,6422 (18,896)	100 00 00 00 00 00 00 00 00 00 00 00 00
This has he had been the transfer than a control of the control of	SAN OF	TAKE RI	14,201	11,848	11,099	11,673
	18,000	18,454	21,153	18,440	17,967	19,445
AND STOLE OF THE ENGINE WHITHWELL BY THE SAME AND THE SAME TO STOLE SAME SAME SAME SAME SAME SAME SAME SAM	(1,447) ** HIGHERIA:	(4144)	(1,824)	(1,734)	(1,593)	(1,463)
LEADING OF STATEMENT AND THE WEST OF THE W	HANDER ANDER	TOCK 430,188 24,098	439,928 26,709	447,496 20,653	446,387 19.733	450,470 22,663
Tropics of the state of the sta	496,986	464,280	466,637	468,149	466,120	473,133
HHH	865'08	14,368	19,141	21,762	15,650	20,982
TOUR VOULER BY FRIE BY VRIE	480,188	489,938	447,498	446,387	450,470	452,151
	9#	9	0.00	88	36	35
	1,008	1,170	1,180	1,170	1,078	1,214

FINANCE

1944 1945 \$299,541.15 \$304,660.06
\$304,
18.31 18.14 50.91 3,059.07 12,907.68 14,093.22 816.85 692.25 982.23 490.90
\$314,517.13 \$323,413.64
**
7,291.54 $6,991.38$ $3.422.34$ $33.787.56$
6,548.46 6,178.50
6,950.61 9,719.79 482.62 1,067.62
7,969.98 7,928.08 463.34 757.72
5,744.30 5,140.99
3,700.15 4,113.19
640.95 532.15
3,002.16 1,892.41 686.81 1,573.34
\$299,155.48 \$305,126.20

GIFT AND ENDOWMENT FUNDS BALANCE ON HAND, DECEMBER 31, 1949

C. R. Gilmore Memorial Book Fund	\$1,168.40
Miscellaneous Book Endowment Fund	308.00
Library for Blind Fund	79.54
Employees' Pension Fund	4,754.04
Miscellaneous Book and Periodical Gift Fund	1,013.85
Miscellaneous Gift Fund	58.66
Museum Gift and Miscellaneous Receipts Fund	95.05
Building and Repair Fund	6,618.43

FORTY-SIX YEAR RECORD OF THE DAYTON PUBLIC LIBRARY

			Library	Volumes	Regis-	Home
		Ma	intenance	e in	tered	Circu-
Year Ending	Popu				Borrowers	lation
Aug. 31, 1903	8	5,333	\$ 19,568	55,537		135,773
Aug. 31, 1908			21,787	75,412		276,256
Aug. 31, 1912	110	6,577	24,628	89,600		262,490
Aug. 31, 1913			30,176	47,990	·	145,449
Aug. 31, 1918	13	5,879	49,422	109. 5 35	27,535	393,053
Aug. 31, 1923	15	2,559	124,567	144,268	22,609	396,833
Dec. 31, 1928	173	2,942	230,321	227,969	42,571	925,900
Dec. 31, 1930	200	0,982	255,679	277,044	58,150	1,407,523
Dec. 31, 1931			271,686	300,396	63,975	1,715,411
Dec. 31, 1932			221,589	308,668	67,318	1,821,455
Dec. 31, 1933			222,447	322,473	68,772	1,816,086
Dec. 31, 1940	27	1,769(1)	270,131	408,208	84,027	1,743,663
Dec. 31, 1941			292,942	417,882	84,657	1,604,813
Dec. 31, 1942			287,289	426,454	82,048	1,394,526
Dec. 31, 1943			284,946	425,033	79,228	1,171,092
Dec. 31, 1944			299,155	430,188	79,652	1,070,985
Dec. 31, 1945			305,126	439,928	79,139	999,992
Dec. 31, 1946			325,877	447,496	78,960	1,001,958
Dec. 31, 1947			329,586	446,387	77,654	931,015
Dec. 31, 1948			393,074	450,470	77,662	915,842
Dec. 31, 1949			419,134	452,151	78.804	974.810

^{*}Count after 1913 Flood

^{(1) 61,051} population served in County. 1940 Census, excludes Oakwood, Washington, German and Miami Townships, except West Carrollton.





annual report

T T C P UT

DIRECTOR'S OFFIC

Z 733 .D281 A2 1950-53

The libraries of America are and must ever remain the homes of free, inquiring minds.

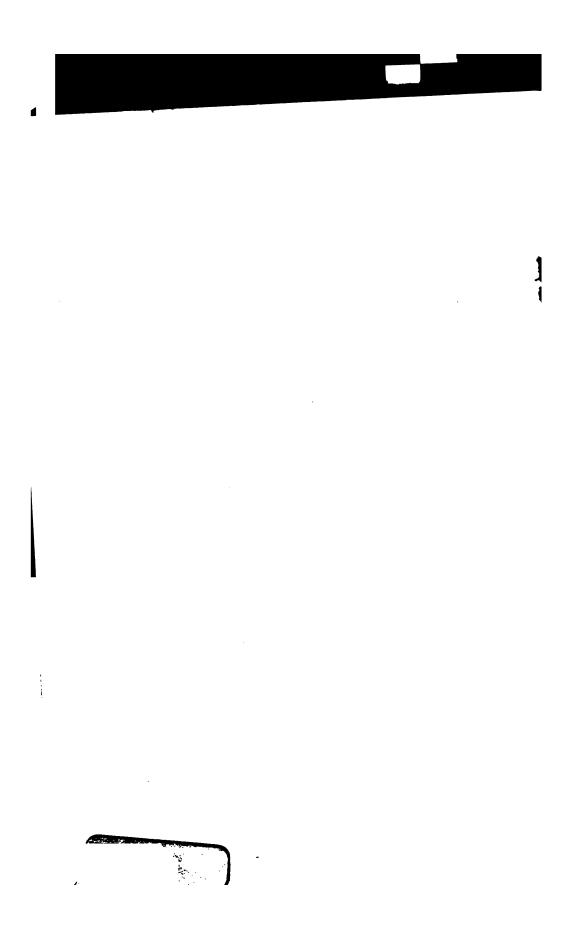
- DWIGHT D. EISENHOWER

DAYTON PUBLIC LIBRARY AND MUSEUM

9 2 6

DAYTON, OHIO

UNIVERSITY OF MICHIGAN GENERAL LIBRARY



THE

DAYTON PUBLIC LIBRARY

AND

MUSEUM

(Montgomery County Library District)



90th to 93rd

ANNUAL REPORTS

1950 - 1953

DAYTON, OHIO



FREEDOM TO READ

THE PRESIDENT OF THE UNITED STATES

Following is the text of President Eisenhower's message to the American Library Association's seventy-second annual conference in Los Angeles:

> The White House Washington, June 24, 1953

Dear Dr. Downs:

Thank you for your letter of June 15. I am glad to know of the annual conference of the American Library Association convening this week, and of the spirit of conscientious citizenship ruling its deliberations.

Our librarians serve the precious liberties of our nation: freedom of inquiry, freedom of the spoken and the written word, freedom of exchange of ideas.

Upon these clear principles, democracy depends for its very life, for they are the great sources of knowledge and enlightenment. And knowledge—full unfettered knowledge of its own heritage, of freedom's enemies, of the whole world of men and ideas—this knowledge is a free people's surest strength.

The converse is just as surely true. A democracy smugly disdainful of new ideas would be a sick democracy. A democracy chronically fearful of new ideas would be a dying democracy.

For all these reasons, we must in these times be intelligently alert not only to the fanatic cunning of Communist conspiracy—but also to the grave dangers in meeting fanaticism with ignorance. For, in order to fight totalitarians who exploit the ways of freedom to serve their own ends, there are some zealots who—with more wrath than wisdom—would adopt a strangely unintelligent course. They would try to defend freedom by denying freedom's friends the opportunity of studying communism in its entirety—its plausibilities, its falsities, its weaknesses.

But we know that freedom cannot be served by the devices of the tyrant. As it is an ancient truth that freedom cannot be legislated into existence, so it is no less obvious that freedom cannot be censored into existence. And any who act as if freedom's defenses are to be found in suppression and suspicion and fear confess a doctrine that is alien to America.

The libraries of America are and must ever remain the homes of free, inquiring minds. To them, our citizens—of all ages and races, of all creeds and political persuasions—must ever be able to turn with clear confidence that there they can freely seek the whole truth, unwarped by fashion and uncompromised by expediency. For in such whole and healthy knowledge alone are to be found and understood those majestic truths of man's nature and destiny that prove, to each succeeding generation, the validity of freedom.

Sincerely,

DWIGHT D. EISENHOWER

THE AMERICAN LIBRARY ASSOCIATION

Since libraries are the repository of most supplementary teaching materials, and are often attacked for including a wide range of material, the success of our work depends to a large degree upon their freedom to purchase and shelve controversial matter. The ideas of professional librarians are embodied in the following statement, adopted by the American Library Association in 1948:

LIBRARY BILL OF RIGHTS

The Council of the American Library Association reaffirms its belief in the following basic policies which should govern the services of all libraries:

- As a responsibility of library service, books and other reading matter selected should be chosen for values of interest, information and enlightenment of all the people for the community. In no case should any book be excluded because of the race or nationality, or the political or religious views of the writer.
- There should be the fullest practicable provision of material presenting all points of view concerning the problems and issues of our times, international, national, and local; and books or other reading matter of sound factual authority should not be proscribed or removed from library shelves because of partisan or doctrinal disapproval.
- 3. Censorship of books, urged or practiced by volunteer arbiters of morals or political opinion or by organizations that would establish a coercive concept of Americanism, must be challenged by libraries in maintenance of their responsibility to provide public information and enlightenment through the printed word.
- 4. Libraries should enlist the cooperation of allied groups in the fields of science, of education, and of book publishing in resisting all abridgment of the free access to ideas and full freedom of expression that are the tradition and heritage of Americans.
- As an institution of education for democratic living, the library should welcome the use of its meeting rooms for socially useful and cultural activities and discussions of current public questions. Such meeting places should be available on equal terms to all groups in the community regardless of the beliefs and affiliations of their members.

BOARD OF TRUSTEES DAYTON PUBLIC LIBRARY AND MUSEUM

(MONTGOMERY COUNTY LIBRARY DISTRICT)

1950-1953

Joseph Myers	• • • • • • • • • • • • • • • • • • • •	President, 1954
Roy G. Fitzgerald		President, 1950-1953
John D. O'Brien	Vice-President	and Secretary, 1954
Mrs. A. F. Shepherd	Vice-President and	Secretary, 1950-1953
Daniel Blau	Dr. Albert F. Kuhl	Earl C. Rowe

DIRECTOR OF THE LIBRARY

Clerk-Treasurer of Board William J. Hamilton

SOME FOREWORDS

This report of the Dayton Public Library and Museum for the past four years is a story of growth, activity and service against the heavy odds of a tremendous increase in the county's population, rising prices for books and periodicals and operation; competing with the demands of our great national air base and of industry, and the struggle for revenue with the municipalities and tax supported districts which make up our county.

Although the Central Library is overcrowded to bursting, although seven or more branches are needed in the county and the compensation paid our loyal workers is below standard, the results achieved seem miraculous. Card holders have increased by more than nine thousand; the book circulation has risen to far over a million.

The Museum, one of the finest in the state, had more than 25,000 visits made to its marvelous collection of historical and natural history items, ranging from local living wild animals and mounted specimens of heads of the antelopes of Africa, to the Egyptain mummy thousands of years old, and the replica of the famous Rosetta stone from which the hieroglyphics were deciphered. One hundred and seventeen groups of our school children—nearly 5,000 students—met at the Library Museum. They didn't have to come. They came joyously.

For more than fifty years this Museum, of which we are so proud, has been a valuable component part of the library service. In other places it has been the responsibility of the Cities and Boards of Education. Now the crowded building housing the Museum, rented from the City, is needed as a parking place for 40 cars and is to be torn down. There is no place to go. Will the loyal people of our county stand indifferently by? Can they not be aroused to the needs of our Public Library and Museum and an appreciation of these storehouses of the wisdom of the ages?

Next to public schools, no institution seems of greater value for the lives and happiness of our people than the library's special community service. The Public Library and Museum calls to richer, nobler, happier lives.

ROY G. FITZGERALD

President, Dayton Public Library Board of Trustees, 1950-1953



MUSEUM REPORT 1950-1953

To the Board of Trustees and the Director of the Library:

The activities of the Dayton Public Library Museum are summarized in this report for the period of January 1, 1950 to December 31, 1953.

Charles A. Barker served as educational director until his retirement on November 29, 1952. E. J. Koestner was employed as a museum assistant in May, 1951 and was appointed director following Mr. Barker's retirement.

Ann Tomcik was employed as a museum assistant in September 1951, to work with exhibits and collections, and she resigned in September 1953. Mrs. Edith Blincoe was employed as a museum assistant in October 1952 and has been in charge of children's programs since that date. The museum staff has been supplemented by a rotating group of Antioch students for special duties. High school students are used to care for animals and aid in the summer program.

Forrest W. Grisso, museum receptionist and library employee since 1942, retired September 1, 1951.

Museum services were utilized by more people in this report period than any other time in the museum's history. This was accounted for in part by the use of special museum programs by school groups, nature study classes sponsored by the museum, and by special exhibits.

The live reptile exhibit in 1950 accounted for 7,491 visitors in the month of August. Live leopards loaned by Mr. J. T. Monesmith brought 8,510 to the museum in September 1950 In fact, over 1,200 visited the museum in four hours on one Sunday afternoon to see this exhibit. The importance of these exhibits is in bringing new individuals to the museum and is reflected in their continued use of the museum. Reduction of personnel and a change from a six to a five day week influenced attendance in the latter part of 1952 and 1953.

Attendance Data				
1950	42,295			
1951	43,119			
1952	33,919			
1953	26,385			
Average 1950-53	36,429			
Average 1944-49 (previous repor	•			

An oil painting of J. Morton Howell, donor of the Egyptian mummy and other objects, was given to the museum by his daughter, Mrs. Robert Hughes Turner.

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Museum cases and exhibits have undergone a continuing improvement from both an educational and an artistic standpoint utilizing the best color combinations to give the old museum building and surroundings the best possible atmosphere. This has been accomplished largely through the efforts of Mrs. Margaret K. Myers, as a part time museum staff member.

The close of this report finds the museum in a very uncertain status. The city of Dayton notified the museum that the city-owned museum building must be vacated by October, 1953. Following this the Board of Trustees found it necessary to decide to discontinue the museum operation whenever the threatened move became a reality.

Friends of the museum organized the Dayton Society of Natural History which was incorporated as an organization not-for-profit in October 1952. Its purpose is to find a means of saving and continuing the museum. The organization pleaded for and won an extension of time in the present building to December 31, 1954.

The future of the museum at the close of this report period is hopeful but uncertain. If the new organization is successful the museum will undoubtedly become an increasingly greater force in the community.

E. J. KOESTNER Director.





LIBRARY DIRECTOR'S REPORT

To the Board of Trustees of the Dayton Public Library and Museum (Montgomery County Library District)

The report submitted herewith covers four years of progress, 1950-1953. As a quadrennial report, it includes statistical records which under our old system of reports would have been labeled as the 90th - 93rd annual reports.

The Library Director cannot present a quadrennial report without paying special tribute to an intelligent, cooperative and public-minded staff for whose active efforts the service of the institution owes a great debt.

This was noted particularly during 1950 when the Director spent a memorable summer in Britain and Scandinavia, seeing many points of historic interest and beauty as well as visiting libraries great and small, county libraries, large city libraries, small town libraries, extension services from English Kent and Scotch Perthshire to Halmstad and Uppsala in Sweden and Oslo in Norway. He was also privileged to be one of the American Library Association's representatives at the inspiring London meeting in September when the Library Association of the United Kingdom celebrated the 100th Anniversary of the British Public Library Act.

In his absence the Dayton Public Library was most fortunate to have as Acting Chief, the Assistant Librarian for 10 months, Mr. Ernest J. Reece, the outstanding, fine-souled head, then just retiring after his years of service, of the Columbia University Library School. Mr. Reece's months in Dayton were a real tonic for the Library and its staff, and all hated to see him leave. Difficult tasks had been carried on, the unusually successful redecorating of the first floor Reading Room was completed and a fine spirit of service obligations maintained.

A REPORT OF MID-CENTURY PROGRESS

Now that the mid-century point has been passed, it is possible to analyze the operation of the Dayton Public Library and to classify the past four years as definitely years of progress. Progress of a public institution is measurable in direct proportion to the adequacy of its financial support. A succession of inadequate annual budgets in the postwar years resulted in a "withering on the vine" process for the library. Far from being able to stand still, inadequate budgets meant constant retrenchment and slashing of library services to the point that library service available to Dayton and Montgomery County was in a very restricted state.

As mentioned in the last report, public support rallied to the library cause with the result that a budget of \$550,000 was received for 1950—the largest in the library's history up to that time. This then was the green light, the "go sign" for the long climb back to normal service. In 1951, the budget figure rose to \$600,000; and in 1952 it was further increased to \$665,000. In 1953, the budget was reduced to \$655,000. These budgets, although still inadequate, were extremely welcome after the long financial drought of the 1940's.

Unfortunately, this increased support did not mean that the Dayton Public Library could embark on any substantial program of services new to the Dayton area. Rather it was the means by which the library could regain the position that it had held in the community several years ago before lack of funds necessitated reduction of hours, staff, and book purchasing.

The following is a tabulation of some of the things that have been done with the aid of increased funds.

SERVICES TO THE PUBLIC:

Main Building opened on Fridays (Made possible by addition of 10 professional and 15 non-professional staff members).

Regional Branches opened a fifth day (Wednesdays), and two School Branches opened two days instead of one (Made possible by additional professional and non-professional help).

Two new Bookmobiles purchased to improve service in outlying districts (additional stops and more frequent service).

Acquisition of books and periodicals in greater quantities to meet the needs of a growing community.

Subscription to a circulating collection of films.

Expanded purchase of sound records for circulation to the public. Program for rehabilitating old newspapers.

Purchase of an Autopage book return box for convenience of our motoring public.

Purchase of three microfilm readers, in order that more convenient, and rapid service can be rendered to the many people who use the back file of newspapers.

IMPROVEMENTS IN BUILDINGS AND EQUIPMENT:

New furniture and paint to modernize the West Reading Room in the Main Library.

Extensive painting of interiors at the Main Library; and Dayton View, E. C. Doren, East, West, and Westwood Branches.

Exterior painting at Dayton View and E. C. Doren Branches. Refinishing of furniture at Dayton View and E. C. Doren Branches. New equipment for Brookville, Vandalia and West Carrollton Branches.

New lighting installations in Main Building; and in Dayton View, E. C. Doren, East, West, and Westwood Branches.

Replacement of termite-ridden floors in Annex of Main Building.

Repairs to roof at Main Library; to walks at West Branch; to doors at E. C. Doren; and to windows and doors at Dayton View Branch.

Building of an addition to Westwood Branch, for housing the relocated Bookmobile Department.

Construction of an Exhibit Case at Third and St. Clair Streets for displays of library materials and suggestions to passers-by.

SUPREME COURT DECISION AIDS LIBRARY

No report would be complete without a statement of the court proceedings which enlivened 1953 for the Dayton Public Library.

The Board in June 1952 sent a request to the County Budget Commission for \$820,000 (\$720,000 for 1953 operations and \$100,000 for a joint bookmobile headquarters and branch library on the Doren gift site in Fort McKinley). The Budget Commission, harried by budget requests from various departments and municipalities, replied in November that they could not allow the building request and could grant only \$655,000 (\$10,000 less that in 1952) for operations, due to the needs of other units.

The favorable decision obtained from the Ohio Board of Tax Appeals in April 1952 when the Cuyahoga County Library Board appealed a tax cut was put before the Dayton-Montgomery County Library Board and the Director was authorized to take up the matter of an appeal with Mr. Victor Jacobs, an attorney whose friendly interest in the Library's problems was well known.

Mr. Jacobs after some consideration agreed to take charge of the appeal with the distinct stipulation that he should obtain no remuneration from the case beyond his actual expenses. He wished to handle it purely as a contribution in the community interest. The Library Board certainly did not argue over this generous offer and the preparations began for a hearing which the Board of Tax Appeals set for December 22, 1952, after the request for the hearing had been filed December 10th with the cooperation of the Montgomery County Auditor, Mr. Jesse Haines, as the fiscal officer of the Dayton Public Library and Museum (Montgomery County Library District).

The estimated intangibles or classified property tax had been set at \$1,187,000 and besides \$655,450 allotted to the five public libraries of the county, \$531,750 had been divided among 17 municipalities and the county general fund. These would be affected by the requested reallocation of funds to give the County Library District the additional \$165,000 for which the appeal was made. Most of the sums allocated were small but three were sizeable and woud bear the brunt of a reallocation—City of Dayton originally granted \$190,000; City of Oakwood \$160,000; County General Fund \$170,000; totaling \$520,000 of the entire \$531,000. The City of Dayton took no part in opposing the Library's appeal, but the weight of the opposition case was carried by the Oakwood and County authorities.

Mr. Jacobs studied the situation thoroughly, and was greatly helped by Mr. Arthur Petersilge of Cleveland who advised him and who made available the papers of the Cuyahoga County case in which he had taken an active part. The appeal was based on two claimed errors, (1) the amount allocated to the Dayton Library was insufficient for and not in accordance with the needs of the Library, (2) the allocation did not include amounts required for the construction of needed new library facilities.

At the December 22nd hearing the Library's case was presented by Mr. Jacobs backed by Mr. Roy G. Fitzgerald, President of the Dayton Public Library Board of Trustees.

Testimony bearing on the appeal was taken from the Library Director who had drawn up the budget and explained the various needs of the institution, the ordered vacating of the Museum and Bookmobile Headquarters and the desirability of a branch library for the Fort McKinley neighborhood; from Mr. Freeman Pretzinger, the architect

who had drawn plans and made estimates for the Bookmobile and branch building; from Mr. Robert Kline of the National Cash Register Company and Dayton Board of Education who knew the needs of that corner of the local school district as well as the constant service given Dayton business interests on research questions; from Mr. John Ruggles of the Inland Manufacturing Division, General Motors Corporation, who had worked up the valuable charts presented to show expenditures, needs, and the lowness of library salary schedules, and who helped Mr. Jacobs throughout the entire matter without any compensation; from Mr. Harold Boda, Assistant Superintendent of Dayton schools who also knew the Fort McKinley situation and spoke of the service rendered school pupils and teachers in reference research, and special loans of book collections for classroom use. The final witness was Prof. Edmund B. O'Leary, Head of the University of Dayton Economics Department who spoke of the expense of the Library's services to the University faculty and to the business community, and gave special testimony on the value of the property where the new building was to be located.

The only witness testifying on behalf of the Budget Commission allocation spoke of the budget requests submitted by other governmental units and their needs as there disclosed. No testimony was submitted as to needs except that shown by the budget requests.

The Board of Tax Appeals in its entry of ruling February 9, 1953 stated, "We grant that the appellant in this case (the Library) could well use the additional \$165,000 in 1953 and that said additional amount would be not one cent more than the appellant could reasonably spend for its expanded activities including the erection of its proposed new library building. But we have no evidence which would justify our taking this, or any other amount away from Montgomery County or from any . . . of the villages and cities in said county." They further stated that the 1952 Cuyahoga County case differed from the 1953 Montgomery County case in that the Cuyahoga County Budget Commission had cut the County Library and given other units more than they had asked, while Montgomery County had cut other budget requests as well as the Dayton Public Library.

Although discouraged, the Library's counsel carefully studied the statutes, the recent legislation and previous decisions of the Tax Appeals Board and the Supreme Court, and it was decided to carry the Appeals Board's decision to the Supreme Court for clarification and authoritative rulings.

Conscious of the importance of the case to all Ohio Public Libraries, the Ohio Library Association asked permission to take part in the Supreme Court Appeal as Amicus Curiae and Mr. Arthur W. Fiske of the Cuyahoga County Law Library agreed to represent the O.L.A., on the same generous terms as the Dayton counsel, by drawing up a special brief to accompany that of Mr. Jacobs, and to appear with him at the Supreme Court Hearing.

The hearing was set for November 10, 1953—the Supreme Court still being presided over by Chief Justice Weygant who in February 1935 had delivered the decision in another Dayton Public Library case upholding the priority of libraries in classified property tax distribution with a stated reminder "That the legislature has completely deprived the public libraries of their former revenue from other sources, and they are now compelled to rely solely upon the proceeds of classified property taxes, while the municipal corporations . . . still derive their principal incomes from various other taxes."

In presenting the Library's claims for redress before the Court, Mr.

Jacobs and Mr. Fiske emphasized the point that the Supreme Court had held in the Cuyahoga County Case of 1949 that "such allotments shall be made by the Budget Commissions according to the relative needs of the libraries and other units entitled to share in the distribution of such taxes."

However, the Library counsel pointed out that immediately the next legislature in 1951 amended the statute to strengthen library allotments by inserting new phrases in the General Code 5625-24 definitely giving the Budget Commissions authority to distribute classified property tax "based on the needs of such library for the construction of new library buildings... improvements, operation, maintenance or otherwise, and notwithstanding the fact that alternative methods of financing such needs are available." This was a clear-cut legislative statement that said nothing at all about "relative needs"; so obviously the Board of Tax Appeals had erred in laying on the Dayton Public Library the obligation to go beyond proving their needs—which the Board of Tax Appeals definitely stated had been done—but requiring the Library in addition to disprove the claims of the other requesting units.

The decision of the Supreme Court on December 2, 1953 (160 O.S. 263) remanded the case to the Board of Tax Appeals for review with the statement that the consideration of relative needs of the library and other units was, because of the 1951 legislation, no longer correct. The Supreme Court held that the libraries of the state had priority of allocation out of the classified property tax fund in the amount of their proved needs. After the "needs" of the libraries are determined and funds allocated, distribution of remaining classified property taxes "has been for years specifically provided for by statute." The statutes provide that the remainder after library needs have been met shall be distributed to the municipalities and the general county on the basis of origin of such unallocated funds, and make no mention of the needs of said municipalities or the county.

After a hearing for reconsideration, the Board of Tax Appeals on December 15th rendered a decision instructing the Montgomery County Budget Commission to change its distributions, and give the Dayton Public Library and Museum the full sum requested with corresponding deductions for the other allocations. The decision was not arrived at promptly enough to prevent one last legal flurry. The second half of the tax distribution was underway on the original basis when the Library Board obtained an injunction, signed by Judge Robert L. McBride, to prevent this. For a few hours it looked as though all county fund distributions, some five million dollars, would be held until after the Christmas holiday though the injunction was specifically directed only to the half million dollars involved in the Intangibles. This was ironed out, however, and on December 23rd the checks were released and a final settlement on the revised basis was made for the library.

It was too late to correct many necessitated 1953 curtailments though orders for some badly needed books, equipment and supplies were hastened. But the Board of Trustees in addition to the \$100,000 we had won for buildings ordered transfer of \$47,000, the balance on hand after obligations were protected, to the Building and Repair Fund. Since the necessary Bookmobile Headquarters was by now being erected adjacent to our Westwood Branch, the unit on Miss Doren's gift property on outer Salem Pike will be devoted to neighborhood branch library service.

COMMUNITY ACTIVITIES

Keeping pace with the modern postwar world, libraries have gone modern, too. The Dayton Public Library, within its physical limitations, has stepped ahead in providing a modern information center for its alert and inquisitive community. The staff has been increased, additional hours have been added to the work week, and the scope of the library's services has been broadened to include films and records, as well as books and similar material of reference and recreational interest. A building with modern and more adequate library facilities could bring the community together with the librarians to a maximum in effective service.

October 4, 1951 was observed all over the nation as National Library Day in celebration of the 75th anniversary of the founding of the American Library Association. Mayor Lohrey proclaimed that day "Library Day" in Dayton. The public was invited to a special Open House at the Main Library from 7:00 to 10:00 P.M. at which time all the departments of the Library were open for inspection. Tours were arranged and modern library equipment including the microcard reader, the multilith machine, the varityper, the electric eraser, and the pasting machine was demonstrated. Films were shown and records played from the library's collections. The community had an opportunity to see the heart of the library in operation and to learn of the facilities for education and pleasure at their finger tips.

Television and radio have been used to inform the citizens of the possibilities and resources of the public library. A series of television interviews were held on the Betty Dietz Show in 1951 and 1952. Staff members discussed library related topics of community interest including the Library program in general, books for young people and the services of the High School Department, the record collection, building and house plans, books for Christmas gifts, the Dayton Collection, and the Training Class.

Radio Station WING has often given the library radio time. In 1950, the library presented a discussion of library careers by staff members. For thirteen weeks during 1952, the library sponsored a series of programs over that station titled GILBERT HIGHET TALKS ON BOOKS. The recorded broadcasts were loaned to the library by the Oxford University Press. WING and WONE carry spot announcements on library services.

Librarians are frequently asked to give book talks, and many have been presented before various local audiences by staff members of the Dayton Public Library. Garden clubs, church groups, sororities and other groups including the Y.W.C.A. staff, Y.M.C.A. Americanization class, Y.W.C.A. International group, Miami Valley Hospital student nurses, American Legion Auxiliary, Goodwill Industries, League of Women Voters Regional Conference, Public Health Nurses, and the Dayton State Hospital have requested and have been given book talks. In April 1952, three talks about the library, the foreign book collection, and books in simple English were given to beginning, intermediate, and advanced students at English classes for the foreign born held at Parker High School.

In addition to supplying groups with interesting programs in the form of book talks, the library has worked with the planning commit-

tees of many organizations in developing their programs, setting up displays, and making bibliographies. Among the groups receiving library aid have been the Group Work Division Executive Committee, Great Books Steering Committee, United Nations Week Planning Committee, and the Dayton Council on World Affairs. Bibliographies have been prepared by the Library for distribution by the Leadership Training Institute, Family Life Conference of the Church Federation, Old Age Institute, Social Hygiene Institute, Welcome Wagon, and others. During the seasons of 1950-51, book lists were published in the symphony programs of the Dayton Philharmonic Orchestra.

Two bibliographies, "HELPS FOR CHURCH WORKERS", and "PREPARING FOR MARRIAGE" were compiled during 1952 and mailed respectively to the ministers and to the doctors of the community. Others for teachers and on mental health were put out in 1953.

Since March 1951, the library has published NEW BOOK NEWS, a monthly list of new non-fiction received by the library. The list is circulated free to the public. After each release of new books, a notice has been sent to the following organizations with information about new books in their fields of interest: Dayton Council on World Affairs; Church Federation; Mental Health Association; Dayton Urban League; City Recreation Department; Garden Editors of the DAYTON DAILY NEWS, and the JOURNAL-HERALD; Urban League; and the Family, Health, and Case Work Directors of the Community Welfare Council.

In 1952, the library published an information folder, "THE BEST THINGS ARE FREE . . . IN MONTGOMERY COUNTY." The folder with its eye-catching format describes the services of the library system and includes a map illustrating the location of the Main Building and all the Branches.

Each year a library staff member has served as a consultant on Librarianship at a Vocational Guidance Conference sponsored by the Town and Country Branch of the Y.M.C.A.

Special activities were occasioned by the Ohio and Montgomery County Sesquicentennial in 1953. Two lists of books were prepared and distributed: SOME READABLE BOOKS ON OHIO, and MONT-GOMERY COUNTY OHIO SESQUICENTENNIAL BOOKLIST. Miss Faries, who is responsible for local history material, talked to several groups about the sesquicentennial and prepared special displays dealing with local places and events.

STAFF CHANGES

The years 1950-1953 saw many changes take place in the makeup of our staff. Twelve members, who had given long years of devoted service to the Library, reached retirement age. Those who have retired are: Mrs. Grace G. Keator, head of the Reference Department, with thirty-one years of service; Miss Carrie E. Toedte, head of the Bindery Department, thirty-eight years of service; Miss Carrie Bench of the Catalog Department, forty-eight years of service; Mrs. Annie Cavender, Bindery Department, thirty years of service; Mrs. Anna C. Kauflin, Bindery Department, twenty-nine years of service; Mrs. Margaret M. Selz, Bindery Department, twenty-seven years of service; Mrs. Goldie M. Stauter, Catalog Department, seventeen years of service; and Miss Ethel E. Else, Catalog Department, with sixteen years of service. Others

who have retired with shorter periods of service are: Mr. Charles A. Barker, educational director of the Museum; Miss Alice L. Wing of the Reference Department; Mr. Forrest W. Grisso of the Museum; and Mr. George J. Wiggenhorn of the Building Care Staff.

There were two untimely losses by death in 1951: Miss Gladys Nichols, librarian of East Branch; and Mrs. Zephyr R. Caesar of the Building Care Staff.

A high rate of staff turnover was still very much the picture among the ranks of sub-professional and clerical assistants. Although the years of this report presented an increased budget and a much better salary scale, the Library could still not compete with local business and industry, and government installations in the ever increasing demand for clerical workers.

The professional staff is generally more stable, and has been somewhat increased in numbers during the years of this report. Even here it has been a problem to keep new appointments to the staff at a higher level than resignations.

Experienced people appointed to our professional staff include these women from other libraries: Mrs. Marguerite Abel, from the library staff of the University of Texas; Mrs. Louise L. Custer, former reference librarian of the Richmond, Indiana Public Library; Mrs. Fern S. Luther, former reference librarian of Idaho State College at Pocatello; Mrs. Marion K. McCoy, from the staff of the Cleveland Public Library; Marianna Riesner, from the staff of the Springfield, Ohio Public Library; Essie L. Tatum, former librarian of Samuel Huston College, Austin, Texas; and Mrs. Annie-Belle Tucker, from the staff of the Ohio State Library. New graduates from library schools include: Harriet K. Barlow, University of Wisconsin; Helen V. Brooks, New York State Teachers College, Geneseo; Ruth Ann Buzzard, Western Reserve University; Mrs. Patricia M. Campbell, Western Michigan College of Education, Kalamazoo; Mrs. Margarett G. Cooper, Hampton Institute; Obedia Cunningham, University of Wisconsin; Mrs. Margaret Dahl, Kansas State Teachers College, Emporia; Ruth Ergood, New Jersey College for Women; Margaret L. Hauer, Carnegie Institute of Technology; Gloria Johnson, Carnegie Institute of Technology; Joan M. Jordan, New York State Teachers College, Geneseo; Mary E. Kauffman, Millersville State Teachers College, Pa.; Charlotte Leonard, Western Reserve University; Mrs. Margaret S. Lewis, Carnegie Institute of Technology; Mrs. Lucy F. Selig, Western Reserve University; Verna Van Velzer, University of Illinois; and Sarah Jane Worth, Millersville State Teachers College, Pa.

During the past few years, a number of men have joined our professional staff. Those with experience include: Walter C. Allen, from the reference staff of Northwestern University; Augustus C. Randall, former librarian of Wilberforce University; Dwight W. Shannon, former assistant librarian and head of circulation of the Agricultural & Mechanical College of Texas; and John T. Thackery, from the reference staff of the Fort Wayne, Indiana Public Library. New graduates among the men include: Robert G. Brennan, Pratt Institute; Stewart H. Butten, Emory University; Robert Eshleman, University of Kentucky; and Arthur B. Murray, Emory University.

Resignations can be attributed to many factors such as offers of better jobs in other library systems, as well as marriage, parenthood, and a variety of other personal reasons. Many of the resignations include people appointed to the staff during this same report period. It is interesting to note that of the above mentioned men, all have chosen to remain with the Dayton Library system.



The following have resigned to accept other library positions: Kathryn E. Bittle, Elmira, N.Y., Public Library; Florence A. Emert, University of Arizona Library; Doris H. Fuge, Lansing, Michigan Public Library; Gloria Johnson, Pittsburgh Public Library; Mary E. Kauffman, graduate work at Drexel Institute of Technology; Hilda K. Limper, graduate work at Carnegie Institute of Technology; Billie Jean Moore, Versailles, Kentucky High School Library; Eleanor Schweigert, Wenatchee, Wash. Public Library; and Verna Van Velzer, Ohio State University Library. Other professional resignations include: Mrs. Marguerite Abel; Mrs. Obedia Cunningham Alexander; Harriet K. Barlow; Mrs. Margaret Dahl; Ruth Ergood; Mrs. Emily Johnson Lewis; and Elizabeth F. Miller.

Retirements, resignations, and leaves brought about several important new appointments to the staff. The Director of the Library was granted an extended leave by the Board in 1950 so that he and Mrs. Hamilton might make a European tour. In his absence, Mr. Ernest J. Reece was appointed Acting Librarian. Mr. Reece had just retired from the staff of the School of Library Service of Columbia University, and brought to Dayton a wealth of experience in the library world. He served in this post of Acting Librarian, and as Assistant Librarian from February to December 1950. In August 1950, upon the resignation of Miss Doris H. Fuge, Miss Gladys Nichols was appointed head of East Branch. Miss Mary J. Swift became head of Brown and Cleveland Branches in August 1950. Upon the retirement of Miss Carrie Toedte in July 1951, Miss Mary A. Wittman became head of the Bindery Department. In July 1951, with the retirement of Mrs. Grace G. Keator, Dwight W. Shannon was appointed head of the Reference Department. After the death of Miss Gladys Nichols, John T. Thackery was appointed head of East Branch in February 1952. In January 1953, Dwight W. Shannon was appointed to the post of administrative assistant; and in April 1953, Mrs. Anna G. Carr was appointed first assistant in the Acquisition Department.

APPRENTICE TRAINING CLASS

Seventy-five new staff members (67 women and 8 young men) were prepared for the clerical and sub-professional positions in the Library in eight apprentice training classes held in February and June of the four years, 1950-1953.

At the close of the four years, forty remain on the Staff; two of whom are on leave for professional training at Columbia University and the University of Illinois; two on leave for undergraduate college training; and one on maternity leave.

In addition to the above, three have completed professional library training. One has resigned for library training, and three more have given up their positions for further undergraduate college work.

Of the thirty-five who resigned, more than twice as many have left because of domestic responsibilities—marriage, children, illness in family—as resigned for other positions. Only ten of the thirty-five resigned before working at least one year, and seven of these ten left for reasons beyond their own control.

Recruiting was done by means of the following: press notices; posted signs; letters to school principals, librarians and counselors; telephone contacts and follow-ups; distribution of leaflets; and talks at the high schools and community career conferences. The Head of Train-

ing Class Activities was the Dayton Public Library representative cooperating with the Dayton Urban League's Vocational Opportunity Campaign during the years of 1950, 1951 and 1952. She was consultant in the library field for the Career Conference sponsored by the Town and Country Branch of the Y.M.C.A. for all four years, and served in the same capacity for three "Career Nights" at Julienne High School and two at Fairview High School during these years.

In May 1953, the Head of Training Class Activities, with the help of the Social Committee of the Staff Association, planned a "Recruiting Tea" to which were invited vocational counselors and deans in the high schools and colleges of Montgomery County and the surrounding area. Mr. Robert Kingery, former Dayton Public Library Staff member, now Chief of the Preparations Division of the New York Public Library, and author of "Opportunities in Library Careers" discussed "Library Work as a Profession."

The estimated number of applicants fell from about eighty in the winter of 1950 to twenty in the summer of 1951 because of salary competition which we were unable to meet. Applications in each of 1952 and 1953 about doubled the number in 1951. Certainly there was an increasing number of young wives and mothers desiring part-time work.

Classes were taught in Circulation Routines; The Use of the Catalog; and Reference; with "orientation periods" covering the work of the various departments, as well as discussions of the Organization of the Library, D.P.L. Staff Organization, O.L.A., A.L.A., Good Public Relations, Correct and Courteous Use of the Telephone, Professional Literature, and Books and Reading. Time was also spent in discussing the items included on the D.P.L. Personnel Merit Rating Sheets.

Developed during these years was a sheet "Follow-up on Training Class Personnel" sent for checking by department heads six months after the close of the class.

During 1953, an in-service training program was inaugurated with the June class. Four sessions will be devoted particularly to the promotion of reading with reports on books read, plus discussion of any particular problem which might have arisen on the job.

Non-Staff personnel giving us their services in the training of these people included Dr. Joseph Myers, Dayton Public Library Trustee; Miss Mildred Sandoe, Ohio State Library Organizer; Dr. Clarence Somsel, Psychiatrist; Mrs. Ida Maus, Service Consultant, Ohio Bell Telephone Co.; and Miss Ellen Strahler, Children's Librarian, Cleveland Public Library.

CIRCULATION AND READING TRENDS

So many factors enter into circulation totals for the various classes of books, that it is difficult to accurately determine reading trends. The general trend would seem to be as follows: (1) for non-fiction, the spiral of use has been definitely upward for the last four years; and (2) the spiral for fiction loans, although fluctuating, has shown an upward movement. The years 1950-1951 were not encouraging in so far as circulation totals are concerned; but the years 1952-1953 showed a large increase. It is interesting to note that the total number of volumes circulated in 1953 exceeded that of any year since 1943.

A class by class analysis provides the basis for some interesting

speculation about reading tastes and reading trends. Books dealing with the practical arts lead the field, as an increasing number of these business and technical books are borrowed. There is a direct correlation between Dayton's position as a great industrial city and world aviation center, and the demand for books on every phase of industrial production and aeronautical science. When one considers that our metropolitan area is the home of five divisions of General Motors Corporation, a division of Chrysler Corporation, several equally large local industries, and huge Air Force research installations, it becomes easy to understand the constant demand from men in industry for the newest techniques to add to their knowledge and skills. Dayton's preeminent position in the tool and die industry is mirrored in the demand for books on tool making, and tool and die design. In such a booming economy, it is just as easy to understand the constant requests for business books in such varied fields as accounting, marketing, retailing, salesmanship, real estate, factory and personnel management, quality control, office practice, advertising, and transportation. To these should be added the demands from the skilled trades-plumbers, sheet metal workers, electricians, brick layers, carpenters, cement workers, and others, plus the great number of amateur builders constructing their own homes and doing their own repair work. Books on gardening and all the technical phases of agriculture are ever in demand, as well as popularly written books on medicine, hygiene, and nutrition. In mentioning nutrition, it seemed as though almost everyone was dieting-there were demands for low fat diets; salt free diets; diets for diabetics; diets and menus to gain weight or to lose weight; diets to maintain good health and diets for all kinds of diseases. These then represent the technical and business books, the applied science books. These are the most popular of all the classes—largely because they represent man's livelihood and wellbeing, his "bread and butter."

The fine arts books came next in volume of circulation, and these were followed by the social sciences which encompass such practical subjects as economics, government and politics, education, law, insurance, banking, and social work. In this area particularly strong demands were noted in the education field as teachers and students increased their professional knowledge and skills. The demand for books on investments and personal finance was very noticeable—reflecting the financial well-being of our citizenry.

Foreign language books were needed by Americans studying languages prior to foreign travel, or in preparation for positions abroad. Also there was an increasing number of requests for "English for foreigners" books.

A definite increase was noticed in the number of requests received for "self-help" books and for books on child psychology.

More people were traveling or changing their residence. From the practical angle, travel guides and books and pamphlets about other cities, states and countries were asked for steadily. On the other hand, there seemed to be some dropping off in the reading of travel books for pleasure.

Biographies grew steadily in popularity every year. Over 1900 more books of biography were borrowed in 1953 than in 1949, as interest in the lives of the great and near-great really came alive.

Interest in fiction in general dropped below that of some previous years, but there was a definite demand for best-sellers and those titles mentioned in the newspapers. Interest in science fiction and mysteries continued at a high level.

Magazines have varied only slightly from year to year in the total number loaned. Pamphlets have long been recognized as a splendid source of up-to-date information, and real progress has been made here. The number of pamphlets circulated in 1953 showed an increase of 50% over that of 1949. Much of this was due to the revision and correlation of the Pamphlet Files, the setting up of a special Travel File for those seeking travel information, and a special Chamber of Commerce File containing detailed information folders from the Chambers of Commerce of several thousand U. S. and Canadian cities and towns.

Although most books are circulated to individual readers, the library also sets up deposit collections of books for a number of local groups. The number of active deposit collections at any one time will average from eight to ten. Places served include a home for the aged, the nurses' home at a local hospital, a school for training practical nurses, a rural junior high school with an inadequate library of its own, the Correction Farm (workhouse), and a housing project. The newest places of deposit are the operators' lounge at the Bell Telephone Co., and the County Home Hospital, and also the main building of the County Home. Figures on the use of books at places of deposit are always incomplete because, in many places, the books are read only in the library room and are never borrowed to be read elsewhere. Of this reading "on the spot", no record is kept.

Books Placed in	Use of books
Deposit Collections	at Places of Deposit
1949 - 1985	1949 - 606
1950 - 2237	1950 - 1740
1951 - 2782	1951 - 2171
1952 - 2526	1952 - 4746
1953 - 3132	1953 - 5206

The Interlibrary Loan statistics consist of those books lent by the Dayton Public Library to other libraries upon request. The flow of requests has been fairly constant through the last few years.

1949	-	59	libraries	made	181	requests	for	222	books
1950	-	70	libraries	made	213	requests	for	289	books
1951	-	57	libraries	made	161	requests	for	226	books
1952	-	66	libraries	made	188	requests	for	245	books
1953	-	62	libraries	made	164	requests	for	244	books

BOOKS MOST IN DEMAND

Monthly scores kept by the Circulation Department showed the following books were most popular with Dayton borrowers:

FICTION		NON-FICTION			
	1	1950			
Bristow	Jubilee Trail	Overstreet	The Mature Mind		
Robinson	The Cardinal	Gilbreth	Cheaper by the		
Douglas	The Big Fisherman		Dozen		
Waltari	The Egyptian	Velikovsky	Worlds in Collision		
Stinetorf	White Witch Doctor	Gilbreth	Belles on Their Toes		
		Crawford	The Little Prin-		
			cesses		

1951						
Keyes	Joy Street	Heyerdahl	Kon-Tiki			
Yerby	A Woman Called Fancy	Waters	His Eye Is on the Sparrow			
Seton	Foxfire	Thomas	Out of This World			
Yerby	Floodtide	Gilbreth	Belles on Their Toes			
Spellman	The Foundling	Wilson	My Six Convicts			
1952						
Wouk	The Caine Mutiny	Marshall	A Man Called Peter			
DuMaurier	My Cousin Rachel	Carson	The Sea Around Us			
Turnbull	The Gown of Glory	Heyerdahl	Kon-Tiki			
Costain	Silver Chalice	Douglas	Time to Remember			
Yerby	The Saracen Blade	Hillman	Mr. President			
1953						
Costain Selinko	Silver Chalice	Peale	Power of Positive			
	Desiree	3.6 1 11	Thinking			
Keyes	Steamboat Gothic	Marshall	A Man Called Peter			
Wouk	The Caine Mutiny	Rogers	Angel Unaware			
Steinbeck	East of Eden	Murrow	This I Believe			
		Costeau	Silent World			

REFERENCE SERVICE

The reference resources of the Dayton Public Library are primarily responsible for the library being termed the "Information Center of the Community." Some have referred to it as the "Information Please" center.

You, as a citizen, have at your command a reference team keyed to assist you in your quest for information. "Information Please" means accurate, up-to-date, reliable, and efficient service.

Such questions as:

Examples of articles that could be purchased for a dime in 1853. (to be used in connection with the 100th anniversary)

Flash point of Heptane C7 H16.

How long after the death of a Pope before the Convention of Cardinals meets to elect a successor?

Is there a Cape York, a town, in Greenland, and if so, something about it.

Latest figures for numbers of men and women in the medical and the legal professions, and also average income of each group.

Name and address of the manufacturer of "Float-A-Mika."

Picture of the grotto of Lourdes, France, showing the fence.

Patron wished to copy the fence.

Stock price quotations on Reliable Fire Insurance Co., Dayton, for common stock as of March 23, 1926.

Total cost to the State of Ohio of the 1912 Constitutional Convention.

What point in the eastern United States is nearest to the Gulf Stream? Patron thinks it is in North Carolina.

What was the House and Senate vote on the Social Security Act of 1935? Total vote, pro and con by party.

May require search in any of the following, either singly or in combination:

A basic collection of 32526 non-circulating reference volumes. 1200 current periodicals.

22286 bound volumes of periodicals.

Eight periodical indexes which are keys to the above, and without which they would be practically useless.

Three new Rotary Kardex Files which list the library's holdings of bound magazines and their disposition throughout the system.

Federal documents. A recent (6 month) survey showed 9500 received in that time and government documents used 490 times in answering questions.

Ohio government publications. Every effort is being made to acquire a complete file of these.

Twenty-three daily newspapers from such metropolitan centers as Atlanta, Baltimore, Chicago, Cleveland, Dallas, New York, San Francisco, and Washington, D.C.

1988 rolls of microfilm of such papers as: Dayton Journal dating back to 1808, Dayton Daily News, New York Times, and the Wall Street Journal.

Three Recordak microfilm readers to use with the above. This is entirely new equipment.

New York Times Index, 1913 to date.

Special aids:

Pamphlets and clippings with more current information.

Bibliographies by subject.

Chamber of Commerce brochures for most United States and Canadian cities and towns.

College catalog collection—1800 catalogs, representing 578 colleges.

Dayton collection—information about Dayton, and by Daytonians.

Map collection of city street maps, both of the United States and of other countries. Also Ohio county road maps.

Montgomery County information.

Ohio pamphlets and clippings, other than Ohio documents.

Telephone directories. The library has the most complete collection in this vicinity, and sometimes even helps out the telephone company. Collection contains directories from New Carlisle, Ohio, to Sydney, Australia.

Travel folders from various sections of the world.

Financial Services: Moody's Manual of Investments, Standard &Poor's Corporation Records, Standard & Poor's Listed Stock Reports, Standard and Poor's Over-the-Counter & Regional Exchanges Stock Reports, and the Value Line Investment Survey. All of these, except Moody's, have been added since the last published report.

The department has taken advantage of the library's new vari-typers and multilith machines to produce a variety of new book lists to aid people in selecting material for study. Many bibliographies were made for distribution, sometimes as a result of popular demand for a selected list; sometimes originally because of a request from groups in the community; other times as an aid to the reference worker as well as the public. The following are some of those that were made during the last four years, some of them having been revised and issued again within that time: "Preparing for Marriage", "Books for the Bride to Be", "For the Homemaker", "For Your Family's Fare", "The D.P.L. Welcomes the



New Baby", "Around the World in 1950 Travel Books", "Teaching Conservation of Resources", "Art of Teaching", "Audio Visual Education", "Your Career", "Which Way to a Career", "Do You Want to Write?", "Helps for Church Workers", "Books for Lenten Reading", "Off to College", "Planning a Trip", "Mental Health is Everybody's Business", "After High School?" "How to Sell to the Government", and other lists on pottery, religious paintings, tool & die making, stationary engineering, sheet metal working, printing, plumbing, photo engraving, pattern making, molding, lithography, industrial management, and electricity.

The years covered by this report have seen many changes in the reference department as efforts have been made to increase the staff's efficiency, to promote department unification, and to build up the collection of reference materials.

To make for better correlation of work, there has been an exchange of staff between the desks on the first and second floors so that each reference worker will be familiar with the work and resources of the entire department. Monthly department staff meetings were begun in January 1952. These have been a means of acquainting reference workers with new tools of their profession, as well as giving them an opportunity for the discussion of procedures and policy. Newly developed telephone request work sheets have meant a much more efficient and systematic handling of reference questions. Job descriptions have been written so that each person is aware of his responsibilities.

Much time and effort has gone into building up the reference collection—in bringing it up to date, and in adding new books and services that have materially increased the effectiveness of the department. By setting up definite schedules for ordering replacements of reference materials and also by means of standing orders, much haphazardness in keeping the collection up to date has been eliminated. More members of the staff are now responsible for book selection—a definite step forward, as combined interests and knowledge make for a better rounded collection.

HIGH SCHOOL DEPARTMENT

The High School Department, in the Annex of the Main Library, was established almost thirty years ago to serve the needs of all teenagers in their research and pleasure reading. With its large collection of bound magazines and books for reference and circulation, it serves students from schools throughout the county. The staff works with the schools, and sometimes entire classes come in to work on their assignments. In 1952, a series of book reviews called "Teen Age Book Parade," was given over radio station WONE. Each spring, visits are made to elementary schools in the downtown area, and all Eighth Graders are invited to use the Department during the summer. In the fall, leaflets are sent to all city schools inviting the Ninth Graders to visit and use the Department until they graduate from high school. When our resources are not sufficient for a pupil's needs, he is given a permit which makes available to him whatever he needs in the Main Adult Library.

Since the last annual report, the department has been redecorated, with ceiling and walls in two tones of green and with flooring of black and green asphalt tile. Fluorescent lights were installed and recently a large, lighted sign was placed outside the entrance.

CHILDREN AND GOOD BOOKS

The Children's Department, through its various agencies — Main Children's Room, Branches, Bookmobile and Classroom Libraries — serves children from pre-school age through the eighth grade. All services of this department are designed to introduce boys and girls to good books, to develop reading tastes and provide material for children with special interests, and to stimulate new and broader interests. Book talks, story hours for elementary school children, pre-school story hours, record hours, weekly radio story hours, film programs, work with craft and dramatic groups, visits to schools, class visits to the library, instruction in the use of the library, are all aids in implementing the program.

STATISTICS, 1950-1953

1338
2349
704
3609
1486
1434
699
203

The Children's Department stresses the importance of making the Library a meaningful and vital thing in the community. With this end in view, the staff contacts other groups in the community working with and interested in children, and co-operating with these groups is an important part of the work. Preparation of book lists, exhibits inside and outside the Library, talks about children's books to adults, instruction in storytelling, and collections of books in summer camps, community centers, the Detention Home, etc., are activities included in this program. In 1953, children from Variety Manor visited the Children's rooms in groups for stories, records and browsing. During Variety Manor's open house in the spring of 1953, the Children's Department was asked to have a display of books of special interest to these children. The staff is definitely aware of a growing consciousness on the part of adults of the services of the department and the importance of books in the lives of children.

Efforts to cooperate more closely with the schools have been very successful. The Co-ordinator of work with children has met with many groups to further this cooperation: there was participation in the curriculum planning meetings of the Mad River Township schools from January to June 1950; speaking at the first Institution on Intercultural Education held by the Dayton Public Schools in 1951; and in the same year serving as a resource person at the Central Ohio Teachers' Association's Instructional Conference. In 1952, the Co-ordinator met with the Planning Committee of the Conservation Workshop of the Dayton and Montgomery County Schools, and served with the Planning Committee for School Libraries for the Vandalia elementary school and the new Murlin Heights school. In the summer of 1953, the Co-ordinator was invited to speak at a workshop for primary grade teachers at the University of Dayton, where she talked about good books for children and exhibited some of the more interesting and beautifully illustrated books.

In 1951, a rather extensive program was worked out with Mx.



Frank Fultz, District Executive, Miami Valley Council, Boy Scouts of America. This program was planned to bring the resources of the Library to the attention of the people working wth the Cub Scouts. Every month the Children's Department prepared a list of books relative to the monthly theme chosen by the Cub Scout organization. Cub Scout leaders have found these lists very helpful, and the response to the project has been enthusiastic. In 1953, the Children's Department cooperated with the Camp Fire Girls and prepared a list of books on conservation to be used by girls and leaders in connection with their 1953 Birthday Project.

In 1951, the annual Book Week project sponsored by Rike's Book Department included not only advice to adults interested in children's books, but also a TV show and a story hour in the Book Department. A picture of the story hour group and a short description of the program appeared in Publishers Weekly, December 8, 1951. This project was continued in 1952, with the Co-ordinator spending time in the Book Department in an advisory capacity and appearing on Rike's TV program in a discussion of new children's books.

During the summer of 1951, the Children's Department cooperated with the City Recreation Department and held story hours on the city playgrounds. Playground story hours were also held in 1952 and 1953.

A Puppet Workshop was held weekly in the Main Children's Room during the summer of 1952. The Workshop was well attended, the children were enthusiastic and some very good newspaper publicity was received. Members of the workshop celebrated Book Week with a play in the Main Children's Room. This proved to be a highly successful venture.

Money received from Ohio Sales Tax Stamps, collected during the summer of 1952 in the Children's Rooms, has been used to send CARE packages of books to children in other countries. Five countries were chosen to receive the packages—Japan, India, Finland, Italy, and Greece. Puppet Workshops, story hours, and a Book Club helped to make the summer of 1953 a satisfying one.

The period covered by this report marks a decline in interest and enthusiasm on the part of the teachers for the Classroom Library collections, partially due to the fact that the Library has been unable to resume delivery service.

The Children's Department is deeply grateful to the many friends who have made it possible for us to extend and enrich our services. A gift of \$100 donated by Miss Frances E. Wolfe has been used to start an exhibit collection of children's books-"Too Good to Miss." This collection is on display in the Parent-Teacher room. A gift of \$18.17 from the Monsanto Children's Book Club was deeply appreciated. Through the generosity of Mr. Hyde E. Ruble, Standard Radio and Electronic Products, and friends, the Children's Department became the proud possessor of a wire recorder. Our heartfelt thanks go to the members of the Soroptimist Club of Dayton who made it possible for the Children's Department to purchase another record player for use in the Branches. An additional record player and a radio were purchased with money received from Ohio Sales Tax Stamps. In 1953, funds from Ohio Sales Tax Stamps were used to purchase View-Master stereoscopes for all the large branches and the Main Children's Room. Reels to use with the View-Masters were also purchased.

In January 1951, the Children's Department was subjected to a major face-lifting job with remarkable results. The drab brown off-white basement emerged as a gay, colorful, inviting children's room. The walls and space back of the shelves were painted yellow, the book shelves

and charging desk, gray. One wall of shelving in the non-fiction room was painted an unusual shade of red. This same shade of red was used in the Main Children's Room on the bulletin board and the display case. At this time the display case was greatly enlarged, thus making it possible to have more effective exhibits. Using the red helped to point up and accentuate the color scheme. Later that year the floors were sanded and refinished.

BRANCH AND EXTENSION ACTIVITIES

Painting and remodeling have been the outstanding activities in the Branches during the past four years. Each of the six large Branches, with the exception of Belmont which had moved into remodeled quarters just a year before, received thorough interior renovation: fresh wall paint, woodwork and furniture refinished, and new floor covering when necessary. Since some of the buildings had received only essential repairs during the war and postwar years (at one building it had been seventeen years since the walls were last painted) the change was almost startling. Also, our five Branches in school buildings benefited from the redecorating program carried out by the Board of Education.

Out in the county, Brookville Branch was moved in October 1951 from a rented store room into new quarters. A spacious room was provided for it in the new Brookville Municipal Building. Some new furniture was bought and old furniture newly painted, with the community cooperating in helping to make the library room most attractive. At an open house, the library as well as the whole new building was open for public inspection. At the time of the move, the hours of the Brookville Branch were increased from 11½ to 16 hours per week, in order to take care of the growing circulation and interest in the library. Brookville Branch has been the recipient of several gifts ranging from a few dollars to a memorial gift of over two hundred and fifty dollars. At Vandalia, the Township Trustees gave the library room in the Township Building a coat of fresh paint; and at West Carrollton, the many times proposed addition to the library room in the City Building finally materialized.

A great variety of community contacts were made in the Branch neighborhoods: women's clubs, church groups, young people (reached principally through the High Schools), evening forums held in neighborhood schools and sponsored by P.T.A.'s, and neighborhood coordinating councils. Several meetings were held in the Dayton View area, two of them at the Branch, for the purpose of providing recreational centers for older people in the area between Wolf Creek and the Stillwater River. At West Branch there was cooperation with the activities of the Urban League and the N.A.A.C.P., and the two high schools. At Belmont Branch a series of three film forums was held during the fall of 1951. The films used were chosen from the selection received each month by the library from the Western Ohio Film Circuit. They had to do with child psychology and care and management; and at each meeting an outside speaker took over the interpretation of the films and led the discussion after the showing.

In 1952, Belmont Branch played host to a discussion group sponsored by the Dayton Council on World Affairs, meetings being held monthly, January through April. At East Branch a series of weekly movie nights for adults was begun in October 1952 in hope that it might help to make a non-reading community aware of the library and its services. The films shown were selected from the group of films received each month from the Western Ohio Film Circuit. The project has been moderately successful. The average attendance for the seven months the films were shown in 1953 was 27. It is felt that even this seemingly small response makes the programs worth while in this district, and some inquiries about the use of our films have come from Church and Scout groups of the neighborhood.

The Bookmobiles and the County Branches are showing increased use as a result of the continued movement of city people into suburban areas and the renewed influx of workers from other parts of the state. A good example is the Vandalia area, where records of the Welcome Wagon over the last few years show new residents coming from 44 cities and towns in Ohio as well as from 19 other states and from four foreign countries. With this continued migration of city population to the outlying districts and the surrounding county, County service has expanded as much as our equipment and staff will allow. A new bookmobile was put in operation in September 1952 which made it possible to rearrange the route schedule to take care of additional school stops. The three County Branches continued to show increased use of books for home reading. In September 1952, Vandalia Branch was opened an additional day each week to meet the needs of the community.

ADDING TO THE LIBRARY'S RESOURCES

The past four years have seen improvement of quarters, expansion of work and of staff in the Acquisition Department. In the summer of 1950, the Department and adjoining Bindery were moved to the High School Room so that much needed floor repair could be made. In 1951, the walls and ceilings were painted. Work was reorganized so that one staff member would be responsible for each of the following:—searching; outgoing adult orders; outgoing juvenile orders; outgoing phonograph record orders. also the invoicing of these; invoicing of book purchases; gifts and releasing of books; pamphlet, film, microfilm, microcard and periodical subscriptions. Three double book cases were removed from the stacks to add floor space to the Acquisition Department. A new forty-five drawer filing case and seventy-inch base were installed. The files were entirely rearranged, and new lighting provided for them

Books, pamphlets and periodicals have continued to be added to the Library through purchase, gifts and subscriptions in increasing quantity. The book budget for 1950 was \$55,000, in 1951 \$67,500, in 1952 \$79,000, and in 1953 \$63,500. Recorded expenditures are always less inasmuch as at the end of the year there are orders not yet filled. Some notable and expensive additions through purchase are:

"Dictionnaire Biographique des Artistes Contemporains, 1910-1930 and 1936 supplement" by Rene Edouard-Joseph.

"Histoire de l' Aeronautique" by Charles Dollfus and Henri Bouche. "Thier in der Decorativen Kunst" by Anton Seder.

"Colonial Furniture in America" 3rd ed. 1926, by Luke Vincent Lockwood.

"Spain" by Albert Frederick Calvert.

"American Church Building of Today" edited by Ralph Adams Cram.

- "Architecture of the Old Northwest Territory" by Rexford Newcomb.
- "Russian Ballet" by Gordon Anthony.
- "Enciclopedia Italiana" in 39 volumes.
- "History of Jewellery, 1100-1870" by Joan Evans.
- "Firelands Pioneer", almost a complete set.
 "Peintres Indiens d'Amerique" by O. B. Jackson.
- "Mayan and Mexican Origins" by Leo Wiener.
- "Norwegian Peasant Art" by Halfdan Arneberg.
- "Wildflowers of Western Pennsylvania and the Upper Ohio Basin" by O. E. Jennings and Andrey Avinoff.
- "Geographical Description of the United States," by John Melish.
- "European Ceramic Art from the End of the Middle Ages to about 1815" by W. B. Honey
- "Fontainebleau" (Musee des Grandes Architectures) by Charles Terrasse.
- "Carl Milles" by Meyric Reynold Rogers.
- "Hindu Medieval Sculpture" by Raymond Burnier.
- "Kostumschnitte und Gewandformen" by Max Tilke.
- "Glossary of Ecclesiastical Ornament and Costume" compiled by A. W. N. Pugin.
- "Dictionnaire du Costume" by Maurice Leloir, and other volumes on Breton, Bulgarian, French, Lebanese, and Syrian costume.

Among sets received as issued are:

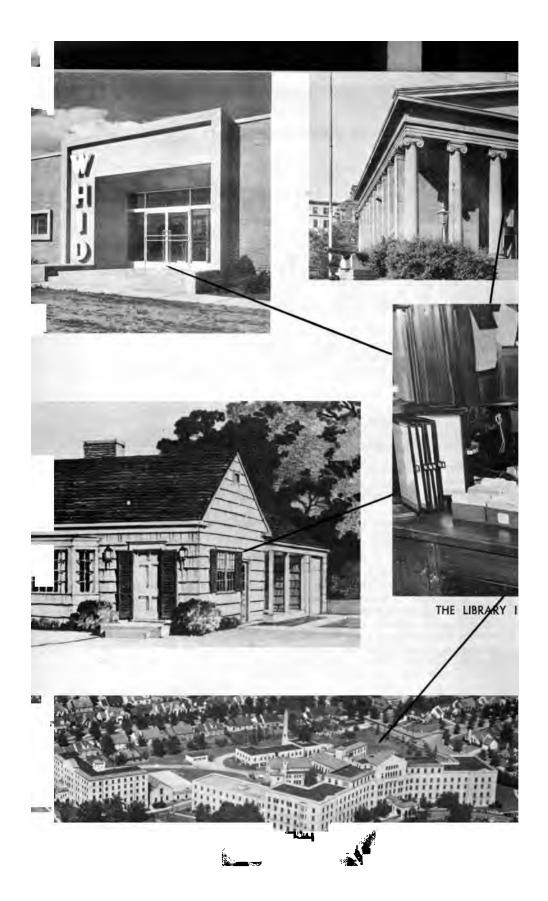
- "Great Paintings" series published by Skira.
- "Second World War" by Winston Churchill.
- "Memoirs" by Herbert Hoover.
- "Jefferson Papers" edited by Julian P. Boyd.
- "North Carolina Folklore" published by Duke University.
- "Collected Papers of Abraham Lincoln" issued by Rutgers University.
- "Public Papers and Addresses of Franklin D. Roosevelt" compiled by Samuel I. Rosenman.
- "Letters of Theodore Roosevelt" edited by Elting E. Morison.
- "Dictionnaire Critique et Documentaire des Peintres, Sculpteurs, Dessinateurs et Graveurs de Tous les Temps et de Tous les Pays" by Emmanuel Benezit.

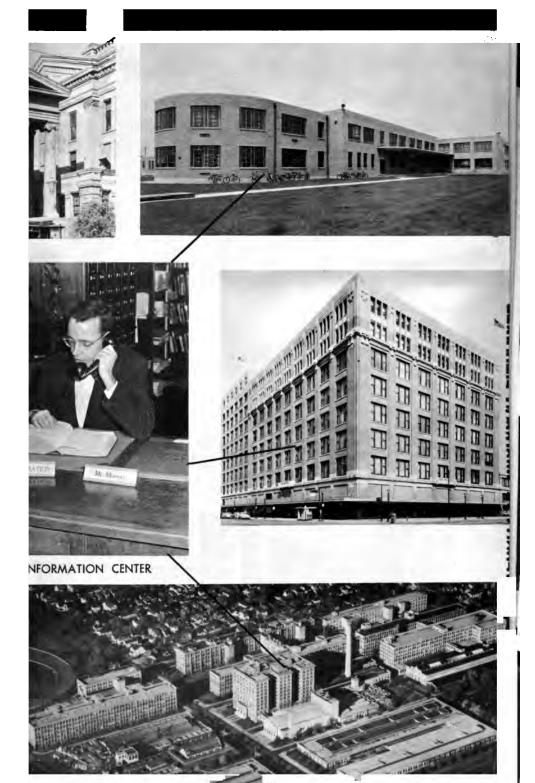
In addition, a number of films, microfilms, microcards and phonograph records have been acquired. These have made it necessary to set up a routine suitable to each form, and also to supply more staff to handle the increased load. The Dayton Public Library now receives as published the microfilm editions of the "Dayton Daily News", "Dayton Journal Herald", "New York Times" and the Chicago edition of the "Wall Street Journal." Purchases have been made of the "Dayton Daily News" 1937-1948 and the "New York Times" 1921-1948 on microfilm.

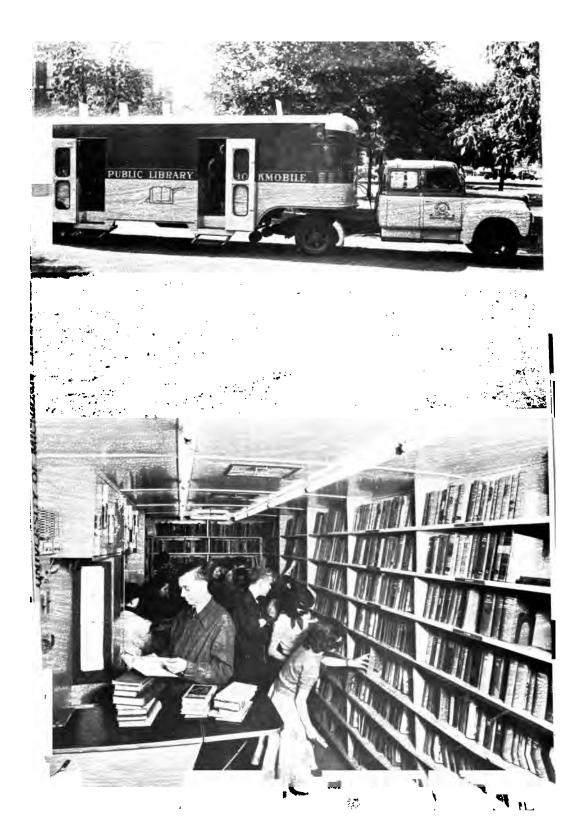
BOOKMOBILE

The Bookmobile, or traveling library, serves the outlying districts of the city, and county schools and communities which have no other public library service.

In the fall of 1950, a new tractor-trailer bookmobile was put into use for both city and county service. The trailer is 28 feet long and holds 3700 books to serve both children and adults. It is equipped with a gen-







erator for lights and heaters and is pulled by a five-passenger tractor.

The trailer bookmobile was introduced to the public by an open house in the Library Park and by being on display at the Montgomery County Fair. A television interview also helped to spread the news.

In 1952, a new Gerstenslager bookmobile was purchased to replace the old reconverted bus type bookmobile which had been in service since 1941. This new unit is 25 feet long and has a capacity of 2400 books. It is also equipped with a generator for heat and lights. It was put into service in September 1952 and is used primarily for children's work in elementary schools. In October 1952, it was displayed at the Ohio Library Association Conference in Toledo.

In 1950, the bookmobile's total circulation was 136,051; in 1951 it increased to 147,658, in 1952 to 166,867 and in 1953 to 195,839. The total registered borrowers on the bookmobile increased from 11,940 in 1950 to 12,889 in 1951, 13,849 in 1952, and 15,427 in 1953. Some of this gain was due to increased school enrollment, but the adult circulation and registration also shows a growing interest in books in spite of television and other activities.

One of the advantages of bookmobile service is that the location of stops may be changed to fit the changing needs of the community. In the 1950-53 period, fourteen adult stops and ten schools were added to the schedule. Fourteen stops were discontinued, moved to more popular locations or continued only as summer stops to serve school children during the summer months. During the winter schedule, the two bookmobiles now make a total of 31 runs each month and visit 81 stops in that time.

FILM SERVICE

On January 1, 1951, the library entered a new field of library service by joining with eight other Ohio libraries in the formation of the Western Ohio Film Circuit.

The circuit, administered by the Cincinnati Public Library, includes libraries in communities from Hamilton to Fremont and Tiffin. By pooling resources a large collection of films is bought. Each library receives a "package" of different 16mm sound films each month, circulates them to its patrons, and then sends them on to the next library.

In the first season of the circuit (January through June 1951) each package included 15 films. This has been increased as new films are added each year. In the September 1953—June 1954 season, each library is receiving approximately forty-eight films each month. This means that during the season Dayton borrowers have access to 383 different films.

Included in the collection are many travel films on the United States and foreign countries, films on family and child care problems, world affairs films, sports and children's films. There are also some of the unusual art films, and religious films of a non-sectarian nature. Famous documentary films such as "Nanook of the North", "The River", and "Man of Aran" are included, as well as some of the outstanding newer films like "Williamsburg Restored."

The majority of film borrowers are making use of the films for groups, although individual owners of sound projectors are also well represented. Among those using library films are social and recreational centers like the YMCA, YWCA, International Institute, the City Recreation Department, and boy scout troops. They are borrowed heavily by



parochial schools, some public school teachers, and occasionally for use in university classes.

The Children's Department has presented film showings on Saturday mornings at branches where rooms were available, and in the fall of 1952, East Branch began evening adult film showings.

Statistics tell the story of the service's popularity in Dayton. In 1951, films were borrowed 2,217 times, and shown 2,584 times to a total audience of 84,912. In 1952, there were 2,977 circulations, 3,740 showings, and an audience of 159,033. In 1953, there were 3,123 circulations, 4,227 showings, and an audience of 159,812.

Membership in the circuit means that Dayton borrowers may use a great many more films than would be available if the same amount of money were used for the purchase of films. However, it has disadvantages, the chief of which is our inability to provide a particular film at a particular time if it does not happen to be in the package for that month. The circuit cannot include films that are useful at only one season or those that would be of interest in only one locality. It would be desirable to supplement the circuit films with a permanent collection in the Dayton Public Library.

Workshops for the librarians who are members of the circuit have been held each year since the circuit was established. A preliminary meeting in December 1950 and a general workshop in the spring of 1952 were held in Cincinnati. The Dayton Public Library was host to the circuit librarians in May 1953.

PHONOGRAPH RECORDS

In the spring of 1950, orders were placed for an initial collection of recorded music, drama, and speech for home use. These records were almost entirely 78 r.p.m. Long-playing records had made their appearance but the selection was relatively meager, and the average phonograph owner was still without long-playing equipment. The situation changed rapidly, however, so that after this first order, the only standard-play discs added were special items and gifts.

Record lending began in February 1951. From a stock of some 400 discs, circulation that first month was 820. New records are being added constantly, and by the close of 1953 there were 2112 discs available for lending. A circulation peak was reached ... November 1953 when 2604 discs were borrowed for home use. December was slightly lower with a circulation of 2530.

It is evident from the use of this new service and the comments of borrowers that the Record Collection is much appreciated and fills a real need. In addition to the popularity of the obvious favorites—operas, musical comedies, and square dances—there is a constant use of the less familiar and more serious music. The first copy of SOUTH PACIFIC, still in use, has had 98 borrowers; the first copy of THE KING AND I follows close behind with 82. However, the popularity of these records is matched by that of the Berlioz REQUIEM, with 84 circulations, and Bach's complete MASS IN B MINOR with 83—to choose examples at random.

Noon-hour concerts of recorded music have been broadcast outside the Library in Cooper Park each summer since the collection was formed.

An important part of the original record collection was the LUCIA MAY WIANT MEMORIAL COLLECTION. This consisted of speech and

drama records purchased with funds given to the Library as an appropriate memorial to Lucia May Wiant, former speech supervisor in the Dayton schools, who died in 1949.

Money for the fund was raised under the supervision of a committee appointed by Mr. E. J. Robinson, at that time president of the Dayton Principals' Association. Members of the committee were Miss Bess Heiser, Chairman, Miss Grace L. Sollenberger, Miss Lula Manchester, Mrs. Alma E. Ruhmschussel, and Mr. E. O. Rowe.

Over \$700 was given to the Library and the first selection of records was made to appeal to both children and adults The original fund has been exhausted and additions to the speech collection are made from regular library funds. Altogether 265 records were bought from the Wiant Funds.

Particularly popular have been recordings of modern Broadway productions such as COCKTAIL PARTY, DEATH OF A SALESMAN, and THE LADY'S NOT FOR BURNING. More recent and much in demand are the recordings of plays read by a group of actors—DON JUAN IN HELL and JOHN BROWN'S BODY. Shakespeare recordings form a good proportion of the collection and include complete plays, and many selections read by famous actors.

An increasing number of discs on which authors read their own works is being issued. The Library has added many of these, including Robert Frost, Osbert Sitwell, Ogden Nash, Katherine Anne Porter, and many others. Recordings of standard poetry and prose are a basic part of the collection.

Records of historic events such as the coronation of Queen Elizabeth II, the re-creation of history on records, and the re-issuing of the voices of famous personages complete the collection of speech records.

Records that teach foreign languages (French, German, Italian, Russian, and Spanish) have been added recently and the records of these sets are in great demand.

Circulation Statistics -			1050
	1951	1952	1953
Music Records	12,645	15,587	19,764
Lucia May Wiant Collection	1,638	1,899	1,394
Other Speech Records	_	_	912
GRAND TOTAL	14,283	17,486	22,070
Number of Discs in (Circulating Col	lection	
December 31, 1951 1,000			
December 31, 1952 1,156			
December 31, 1953 2,112			

PREPARING BOOKS FOR READERS

Every book that comes into the library should be processed in such a way that it will be of maximum use to the public. It must first be listed by author and title in the card catalog so that it can be found easily by anyone looking for it. Very often a patron looking for material on a subject does not know of a specific title or author, and for this reason the cataloger analyzes each book, determines its subject, and enters it under that subject in the card catalog. If, as is quite often the case, a book has several subjects, a card is made for



each one. In this way the library's total book resources—both whole books and books with relevant sections—are brought to bear on any subject. In fact, the more subjects brought out by the cataloger, the more varied will be the use of the book.

The subject headings assigned by the cataloger should be such that they will be of equal value both to the specialist and to the general reader. If one considers that many of the books are highly specialized and technical, or in foreign languages, it is easy to realize the complexity of the cataloger's task.

Assigning subject headings is only a part of the cataloger's contribution to increasing the usefulness of each book to the public. Before a book is placed on the shelves it goes through a number of complex processes, all of which are essential to its full use.

All duplication of the vast amount of printed material used throughout the library system is done by the Catalog Department. This means that in addition to the production of catalog cards for the 26 card catalogs of the Library system the Catalog Department also produces supply forms, circular letters, the staff newspaper, and a wide variety of publicity material.

To increase efficiency in the production of this material, the library acquired, late in 1950, two vari-type machines and two multiliths. This machine combination has three major advantages over the multigraph, which was previously used. In the first place, the material to be duplicated is typed by the vari-typewriter on a specially treated "mat", which is then reproduced by the multilith. In the multigraph the type had to be set by hand. Secondly, a "mat" can be saved, and re-used whenever additional copies are needed; whereas in the multigraph, type had to be completely re-set if further copies were required. Finally, the vari-type has a greater variety in type size than the multigraph, and the multilith can reproduce illustrations. Consequently, reading lists and other printed materials have been considerably improved in visual appeal.

During the years covered by this report the number of books cataloged has risen from 25,500 in 1950 to 34,000 in 1952. This increase has been due in large measure to the increased efficiency brought about by the vari-type and multilith machines.

Statistics (The following totals include very few duplicates or replacing volumes. A great number are of single titles, each of which required separate cataloging.)

1950	Adult Juvenile Total	$13,160 \\ 12,293 \\ \hline 25,453$
1951	Adult Juvenile Total	$13,669 \\ 13,643 \\ \overline{27,312}$
1952	Adult Juvenile Total	$16,914 \\ 17,401 \\ \hline 34,315$
1953	Adult Juvenile <i>Total</i>	$15,276 \\ 17,191 \\ \hline 32,467$

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PREPARING BOOKS FOR READERS





BINDERY

The Bindery Department is responsible for most of the mechanical processes in the preparation and preservation of books, magazines, and phonograph records.

In preparing the books, the classification numbers are lettered on the spines of all non-fiction, the authors and accession numbers are lettered on the book pockets, and then the book pockets are pasted in the books. In the case of fiction, which is not lettered, plastic covers are attached to the book jackets to assure a more attractive book for a longer period of time.

When books need re-binding they are sent to an outside bindery. All books that are sent out, however, first go through our bindery department, where they are sorted according to size, their book pockets removed, and a record kept of the date they are sent. They are also examined to see if they warrant re-binding. If a book is in very poor shape it may not be worth re-binding; or, if a book has relatively minor injuries, it may be mended in the Department.

In the preparation of circulating magazines the Department reinforces the covers and pastes pockets on the inside of the back covers. Magazines to be bound are also sorted into sizes, and binding records kept for them just as in the case of books. Since the addition, in 1950, of the record collection, the Department has been responsible for reinforcing the envelopes of all records added to the collection.

The Bindery Department does the book mending for the entire library system, sending workers out to the larger branches, and mending in the department all the books of the main building and the smaller branches.

SHELF DEPARTMENT

There are several very important departments working within the library that are unseen by the public, but vital to the library's operation. Among these is the Shelf Department which is chiefly concerned with shelving the library's books and keeping them in their proper order on the shelves. This work is done by from eighteen to twenty part-time teen-age pages who work under the supervision of two full-time adult workers. Back issues of circulating magazines are stored and supplied to the other departments of the library when needed. Magazines, which are kept permanently for reference use, are prepared for binding and periodically checked for missing pages which are replaced. Other duties include inspecting books for torn pages, cleaning them of pencil and ink marks, and stamping date cards for the Circulation Department. The Shelf Department is a comparatively small one in the library organization, but its job is a big one for every book that is removed from the shelf must be put back and kept in its proper place if it is to be available for circulation again when it is wanted.



DAYTON COLLECTION

The Dayton collection has grown steadily with the addition of both old and current materials. A recent valuable accession to the manuscript material is a large collection of letters from the Doren family. John G. Doren was editor of the "Dayton Democrat" from 1870 to 1889 and his daughter, Electra C. Doren, was head librarian of the Dayton Public Library, 1896-1905, 1913-1927. Both were active in civic affairs. In carrying out our program of soliciting for missing issues of old yearbooks and magazines and for current publications, there is evidence of an increasing awareness of the collection on the part of local residents and organizations. This accounts in large part for the growth of the ephemeral material. Because of the rapid growth of the collection, plans were laid in 1952 to double the size of the Dayton Room, which was accomplished in the spring of 1953.

In 1949, the late Edward Ronicker gave to the Dayton Public Library his collection of bound volumes of Dayton concert programs. These include the Dayton Symphony concerts, 1910-1931; the Civic Music League concerts, 1914-1931; the Dayton Artist series, 1932-1940; the Dayton Concert Management, 1939-1940; the Dayton Opera Festival, 1943; and the programs of the Dayton Philharmonic Orchestra from its inception as the Chamber Orchestra in 1932 to 1942. The volumes also contain many clippings and Mr. Ronicker's notes on personalities in the music world and their performances on the concert stage.

Along with the Dayton volumes are several collections of concert programs from Cincinnati, Boston and New York musical organizations, and twelve years of the Metropolitan Opera magazine, "Opera News."

A special bookcase for shelving these musical programs accompanied this gift, which has become a part of the Dayton Collection.

Some progress has been made in the organization of these items, to make them more easily accessible for reference. The organization plan includes the special indexes so essential in using local historical materials. During this four-year period two special indexes were started—an index to musical programs given in the city and an index to the publications in the collection printed on local presses. In 1952, additional effort was exerted to make the card file of officers of organizations and institutions of the city and county as complete and as up-to-date as possible. During 1952, annual publications, such as yearly reports, club programs, regular programs of churches, schools and organizations, were separated from the large collection of pamphlets into a file of their own for easier access. A number of these reports and club programs, as well as many volumes of Dayton magazines, have been bound during these past four years.

Along with growth, there has been a steady increase in the use of this collection. Local organizations and business concerns turned to it for information in planning programs and advertising for anniversary celebrations. Pictures of local places have been used extensively by these groups, by special feature writers and by a local television station for a program based on local historical events. The increasing trend toward the use of local subjects for historical study in public schools and colleges has been reflected in the use of this collection, not only by students of local schools, but by local people studying away from home. Students from Harvard University, Columbia University, and Marquette



University, as well as from several of the Ohio colleges, used this material during this four year period. After a visit to examine the Lowe letters for his study on western Copperheadism, Dr. Frank Klement, Associate Professor of History, Marquette University, wrote: "For my historical work that Lowe collection is the finest I have used to date."

Books, pictures, pamphlets and broadsides from the Dayton collection were used on several occasions in the four years, 1950-1953 in special displays, which proved popular. As a special activity of the Dayton Room for the Ohio and Montgomery County Sesquicentennial year, 1953, a special bulletin board for Montgomery County materials was set up on the stair landing and a series of monthly displays inaugurated. This special bulletin board will continue in use as a "window" to the collection.

A "Montgomery County Sesquicentennial Booklist" was issued as another special activity for this 150th anniversary year. This list which presented an over-all picture of the collection, is the first comprehensive booklist issued on the Dayton Collection. Copies were distributed to Montgomery County Sesquicentennial Committee members, to the schools and to the general public. Some Montgomery County materials were also included in an Ohio Sesquicentennial booklist issued by the Library.

STAFF PROFESSIONAL ACTIVITIES

The members of the staff of the Dayton Public Library have realized the necessity of supporting, and actively participating in professional library organizations and activities.

A number of the staff have held elective and appointive offices in these professional groups. Miss Mildred Stibitz was Vice-President and President-Elect of the Ohio Library Association in 1949 and 1950, President of the Association in 1950 and 1951, and a member of the Executive Board in 1951 and 1952. She has also been active on a number of American Library Association committees, having served on the Joint Committee on Library Work as a Career, on the Adult Education Section of the Public Library Division, and on the Intellectual Freedom Committee. During February, March, and April 1953, she was Field Consultant for the American Library Association survey of adult education in public libraries.

Miss Virginia Hollingsworth was Secretary-Treasurer of the Ohio Valley Regional Group of Catalogers for 1949 and 1950, and Miss Eva Edgerton served as Chairman at the constitutional revision meeting of the same group in 1950.

During the years covered by this report, Miss Charlotte Leonard has been Vice-Chairman and Chairman of the Junior Members Organization of the Ohio Library Association, Miss Elizabeth Faries the Southwest District Representative for the Ohio Committee for American Library Association Membership, and Miss Ruth Stein the regional reporter for **Top of the News**, the magazine of the American Library Association Division of Libraries for Children and Young People.

In 1952, Miss Clytie Strahler was elected Chairman of the Miami Valley Library Association, and was responsible for having Robert Kingery speak at the annual Miami Valley Librarians' dinner on May 8, 1953. Mr. Kingery, once a member of the Dayton Public Library staff, is

now Chief of the Preparations Division of the New York Public Library.

Other members of the staff have served as members of panel discussions, given talks, and otherwise worked for the advancement of the profession. The library director addressed District Meetings at Athens, Ohio in 1951, at Urbana in 1952, and spoke at an Ohio Library Association division meeting in Cincinnati in 1951. In 1951 and 1953, he participated in legislative hearings on library bills.

Miss Elmira Borden talked on "Job Analysis and Personnel Ratings at Dayton" at a regional meeting at Hamilton, Ohio in 1950; and in the same year at the American Library Association meeting Miss Ruth Stein participated in a panel discussion on book selection for young people. Miss Janet Hannaford acted as Chairman of the District Meeting at Urbana in 1952. Since 1951, Mrs. Lucy Selig has been reviewing German books for **Books Abroad**.

Attendance by the staff at national, state, and regional library association meetings has been exceptional. Twenty-six members attended the American Library Association conference at Cleveland in 1950, twelve attended the Chicago conference the following year, fifteen were present at the conference in New York in 1952, and eight went to the Los Angeles conference in 1953.

Attendance at the Ohio Library Association meetings has averaged almost a third of the staff. Twenty-eight members attended the Columbus meeting in 1950, forty-four were at the Cincinnati meeting in 1951, thirty-eight attended the meeting in Toledo in 1952, and forty-three attended the Columbus meeting in 1953.

STAFF ASSOCIATION DOINGS

An outstanding project of the Staff Association was the establishment of a staff loan fund. This fund was created through annual sales of the Ohio Calendars published by the Ohioana Library; through donations; through the sale of United Nations cook books and ceramics; and through several special food and flower sales, including a May Festival held in 1951. An amendment to the Staff Association constitution making the Loan Fund an activity of the organization, and the Rules and Regulaions for the operation of the Fund, were adopted by the group May 13, 1952. Officers for the first board of trustees of this fund were elected September 16, 1952.

During the summer of 1950, as part of the redecoration program for the Main library building, a committee from the Staff Association planned the color scheme to be used for the Refectory, selected drapery and cushion material; and then, with the help of other staff members, painted chairs, tables and cupboards, and made drapes, cushion covers and cot covers for the Refectory and Quiet Room. After the redecoration was finished, the Staff Association purchased a floor lamp to add to the Refectory furnishings and had screens made to place in front of the stove and sink at party time. Additional items were also added to the tea service for use when the staff entertained as a group. First purchases for this service were made in 1948. Early in 1950, an ice cream machine was secured for the convenience of the staff. In the summer of 1952, the Library Board of Trustees provided a new stove and other kitchen equipment for the Refectory and new blankets for the Quiet Room.

During this period the Staff Association extended its program of service to its members when officials of the Blue Cross, and the Public Employes Retirement System of Ohio were invited to speak at separate membership meetings. In addition, the various retirement and insurance plans of the Teachers Insurance and Annuity Association were called to the attention of the membership.

The year 1950 was one of numerous social affairs for staff members. With a George Washington tea, held instead of the annual Christmas tea, the staff welcomed Ernest J. Reece, acting librarian during Mr. Hamilton's absence on a trip abroad. On April 15, the staff bade Mr. and Mrs. Hamilton good-bye with a "Bon Voyage" dinner held at the Dayton Art Institute, and welcomed them home again with a party in the Refectory on October 28. A farewell dinner for Mr. and Mrs. Reece was held on November 8 at the Art Institute. Mr. and Mrs. Hamilton each shared their experiences with the staff at different Association meetings; and at the 1951 Christmas tea, Miss Marjorie Shupe gave an account of her recent summer tour in Europe. A recognition tea honoring those active and retired staff members who had given twenty-five years or more of service was held by the Staff Association on May 18, 1952, at Dayton View Branch. At this time the Library Board of Trustees inaugurated the custom of presenting twenty-five year pins to Library employees. In the season 1952-53, the traditional Christmas tea was served in the Refectory, and an informal Chuck Wagon Supper was held in the High School Room on May 23, 1953. New twenty-five year members were honored and, after an original skit, games and western singing were enjoyed.

During this four-year period the Staff Association has carried on as a continuous project, contributions to the CARE book program. In 1951, it sponsored the organization of a Dayton chapter of Junior Members of the American Library Association. The first edition of the Staff Directory was issued by the membership committee in 1949. In 1951, the Staff Directory appeared as part of the December issue of the staff bulletin, "The Dial", and since that time has been issued yearly in convenient booklet form. The Association has continued to enjoy the privileges of its membership in the Dayton Art Institute.

Presidents of the Staff Association who served during this four-year period are:

1949-50. Eva D. Edgerton

1950-51: Mrs. Antoinette Q. Rohan 1951-52: Mrs. Alice P. Morris 1952-53: Dwight W. Shannon 1953-54: John T. Thackery

HIMS

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In the four years covered by this report, much material came to the Dayton Public Library in the form of gifts. From 1571 friends of the library, nearly 35,000 items were received, including 15,761 books, 15,573 magazines and numerous pamphlets as well as newspapers, pictures, music, programs, postcards, maps and phonograph records. In late 1949, the friends of Lucia May Wiant gave in her memory \$690 to be spent for phonograph records of plays, poems, and fairy tales; from this fund 122 titles or 256 discs have been purchased for circulation; and three hun-

dred thirty-six received as other gifts. Other funds for noncirculating records have been received from the Soroptomist Club and from individuals for use in the Children's Room, with which 71 discs were purchased.

The National Cash Register Co. has continued its gifts throughout these years; and 73 Dayton firms and organizations, 14 schools and 26 churches cooperated in giving files of their publications for the Dayton and Miami Valley Collection. In 1952, from the estate of Elizabeth Bragdon Doren over 100 books were received, which with gifts from Mrs. J. E. Artz in 1952, R. E. Pumphrey in 1951, and Mrs. Daniel D. Bickham in 1953, enriched this special collection.

Mrs. Joseph Calvin gave sheet music. A fine collection of architectural books was given by Mrs. J. Hahn. The Ohio Bell Telephone Co. gave two films: "New Skyways for the Telephone" and "Seeing Is Believing." From the Bollingen Foundation, 21 titles listed at \$132.50 have been received.

Periodical subscription gifts have come from Altrusa, American Association of University Women, American Legion Auxiliary Unit No. 339, College Women's Club, Ohio Federation of Women's Clubs, Optimists, and Zonta International.

One hundred eighty-four volumes were purchased by the library as gifts to it from individuals and clubs and from special funds given for that purpose. Among the local clubs were: Advance Club, American Association of University Women—Play Reading Group, American Legion Auxiliary No. 5, Belmont Garden Club, Betsy Trotwood Club, Brookville Girl Scouts, College Hill Garden Club, College Women's Club—Play Reading Groups, Dayton Federation of Women's Clubs, Dayton Public Library Staff Association, Friday Afternoon Club, Montgomery County Nutrition Council, West Branch Library Staff, Women's Literary Club, and Women of the Moose.

Expenditures were made from the Centennial Fund, Frederick H. Cook Fund, Effie Mae Notz Memorial Fund, Gilmore Fund, Miami Valley History Fund, and the Frances Wolfe Fund.

One or more volumes have been given by clubs or individuals in honor of or in memory of the following individuals.

Mina Wentland Atwood John Brooke Baker Pauline Rieger Berk Bertle Borden Mrs. Charles Branner Mrs. T. H. Brotherline Louis H. Buisch Ralph Chadwick Ralph Henry Chilton Agnes Colby Frederick H. Cook Edna Craven Edith Crebs Elizabeth Bragdon Doren Clara Louise Eickman George C. Eickman Ethel Eshelman Minnie C. Farmer

Carrie K. Faulkner Joseph Garwood Ruth Good Edith Hoborn Eda Hoefer Ella Switzer Jones Grace Goodale Keator Edgar T. Keller Elizabeth Kemper Amelia L. Krammer Mildred W. Lenning Myrtie Lloyd Laura T. McCann Anita Spieler Maloney Margaret M. Marble Mary Elder Marshall Rubie Neumann

C. E. Nichols, Urbana, O. Gladys Nichols Effie Mae Notz Jessie Price Ella Pumphrey Laura V. Ruel Mary C. Shepard Clarence Siebenthaler Dorothy L. Smith David Sollars Lula A. Stuart Hilda Williams Thomas Mrs. Vera D. Thompson Carrie Toedte Caroline Pruden Troxell Bertha M. Winch Ethel Wortman

TO THOSE WHO HAVE HELPED US

The Board of Library Trustees is specially grateful to the Brookville Village Council and the Council of West Carrollton for their cooperation in the library service in these communities. The new village hall at Brookville was opened in October 1951, and the beautiful large room assigned to the local branch library is a great credit to the community. In West Carrollton also the council is our host for quarters in the village hall, and two years ago had the library room remodelled and extended, making it more convenient and attractive.

A special note of thanks is due to the members of the County Budget Commission, Messrs. Jesse Haines, Mathias Heck and Chester Myers for their patience and cooperation during the difficult months of 1953 when the matter of the library status in relation to intangible taxes was being clarified. We were of different opinions on the subject, but personal friendly relations with the Commissioners and their staffs have continued without interruption.

Dayton newspapers, the NEWS, the JOURNAL-HERALD and the PRESS have shown a steady interest in the library, and their numerous stories and editorials about our service and problems have been a source of gratification, encouragement and stimulus.

The Library Director cannot close a report without a word of deep appreciation to the members of the Board of Trustees, present and "graduate", for their unceasing help, interest and forethought.

For loyalty, devotion, intelligence and good hard work, both the community and the executive owe a special tribute to the Dayton Public Library staff. Ingenuity, individual interests and team work have combined to make the past four years outstanding in the Library's service contribution to the citizens of Dayton and Montgomery County. We trust we are on the way to better accomplishments in the years ahead, and it is to our staff, bottom, top and the many in-between, that credit should go for the way each man and woman put shoulders to the wheel to get us over the hump.

WILLIAM J. HAMILTON Library Director

SUPPLEMENTARY TABLES

Library Directory as of January 1, 1954

Dayton Public Library and Museum Staff, January 1954

Volumes active by class, 1953

Volumes active by agency, 1953

Circulation statistics, 1950

Circulation statistics, 1951

Circulation statistics, 1952

Circulation statistics, 1953

Circulation statistics by class, 1953

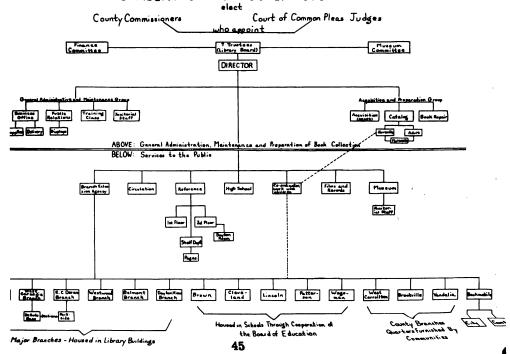
Library statistics, 1950-1953, arranged according to the A.L.A. form.

Gift and endowment funds.

Fifty year record of the Dayton Public Library.

Dayton Public Library and Museum (Montgomery County Library District)

CITIZENS OF MONTGOMERY COUNTY



LIBRARY DIRECTORY

as of January, 1954

MAIN LIBRARY

215 East Third Street Telephone ADams 6281
Open Daily, Monday thru Friday, 9:00 A.M. to 9:00 P.M.
Open Saturday, 9:00 A.M. to 6:00 P.M.
(Closed on Sunday)

BRANCH LIBRARIES IN LIBRARY BUILDINGS

Open Daily, Monday thru Thursday, 12 to 8:30 P.M. Open Saturday, 9:00 A.M. to 5:30 P.M. (Closed on Friday and Sunday)

East Carnegie Branch Library 2160 East Fifth Street John T. Thackery, Librarian Telephone MAdison 4011 West Carnegie Branch Library 1612 West Fifth Street Cecilia E. Schoff, Librarian Telephone HEmlock 2651 Electra C. Doren Branch Library 701 Troy Street Mary E. Hendricks, Librarian Telephone FUlton 8681 Dayton View Branch Library 1515 Salem Avenue Catharine E. Suber, Librarian Telephone RAndolph 1721 Westwood Branch Library 3207 Hoover Avenue Mildred S. Kalheim, Librarian Telephone MElrose 2701 Belmont Branch Library 1041 Watervliet Avenue Marjorie E. Shupe, Librarian Telephone KEnmore 3892

BRANCH LIBRARIES IN SCHOOL BUILDINGS

Wogaman, Germantown StreetEstella Grayson, Librarian Wednesdays

BOOKMOBILE DEPARTMENT

(City and County Service)

Esther Kelly, Librarian 3207 Hoover Avenue Telephone MElrose 1471

COUNTY BRANCHES

DEPOSIT STATIONS

De Soto Bass Courts, Germantown Street.....Mrs. Mildred K. Johnson Parkside Homes, Keowee StreetMrs. Mildred S. Holder

MUSEUM

251 East Second Street Telephone ADams 5911 Open on Week Days, 9:00 A.M. to 5:00 P.M.

(Closed on Sunday)

E. Joseph Koestner, Educational Director

DAYTON PUBLIC LIBRARY STAFF

JANUARY, 1954

William J. HamiltonDirector
(Ernest J. Reece, Assistant Librarian, February-November 1950; Acting Librarian, April-October 1950)
Dwight W. Shannon
HEADS OF DEPARTMENTS AND BRANCHES AND FIRST ASSISTANTS IN GROUPS III, IV, and V
Mrs. Susie N. BilgerBusiness Office
Elmira BordenReference Department, Second Floor
Mrs. Anna G. CarrAcquisition Department
Eva D. EdgertonCatalog Department
Janet L. HannafordHead, Circulation Department
Helen Haug
Mary E. HendricksElectra C. Doren Branch
Virginia HollingsworthHead, Catalog Department
Martha Ann JonesJuvenile Catalog and Order Records
Mildred S. KalheimWestwood Branch
Esther KellyBookmobile Department
Marie Amna Newberry Head, Acquisition Department
Mrs. Antoinette Q. Rohan Co-ordinator, Children's Work
Cecilia E. Schoff
Marjorie E. ShupeBelmont Branch
Ruth Stein
Mildred T. StibitzPublic Relations Clytie E. StrahlerReference Department, First Floor; and
Head, Training Class Activities
Catharine E. SuberDayton View Branch
Mary J. SwiftBrown and Cleveland Branches
John T. Thackery East Carnegie Branch
Alice M. WeaverCirculation Department

PROFESSIONAL ASSISTANTS IN GROUPS I, II, AND III

Walter C. Allen

Mrs. Janice D. Bach

Robert G. Brennan

Helen V. Brooks

Stewart H. Butten

Ruth Ann Buzzard

Mrs. Patricia M. Campbell

Mrs. Margarett G. Cooper

Mrs. Louise L. Custer
Margaret Davis
Zoe M. Dexter
Mrs. Esther N. Difloure
Robert Eshleman
Elizabeth Faries
Estella Grayson
Margaret L. Hauer
Joan M. Jordan
Louis W. Keyer
Ruth E. Laudahn
Charlotte Leonard
Mrs. Margaret S. Lewis

Mrs. Fern S. Luther
Mrs. Marion K. McCoy
Mrs. Elizabeth McC. McGee
Mrs. Alice P. Morris
Arthur B. Murray
Augustus C. Randall
Marianna Riesner
Mrs. Mildred G. Rucker
Mrs. Lucy F. Selig
Essie L. Tatum
Mrs. Annie-Belle Tucker
Sarah J. Worth

SUB-PROFESSIONAL ASSISTANTS AND SENIOR CLERKS IN GRADES D. E. AND F.

Thelma Anderson Margaret B. Bisset Edith L. Blore Leo J. Brewster Mrs. Jennie G. Byrd Mrs. Dorothy B. Chenez Mrs. Phyllis H. Cox Mrs. Leona S. Drillette Mrs. Ruth D. Dwyer Mrs. Marjorie M. Estle Mrs. Mildred K. Fillers Clinton R. Foulk Mrs. Faye J. Gerlach Louise M. Gleim Verne R. Gorsuch Charlene H. Green Nancy R. Harris Amanda L. Hav Mrs. Bessie D. Heeter Fredricka Henderson Mrs. Edith M. Hendricks Mrs. Mildred S. Holder Clara E. Hueffelman William L. Humphrey Marian P. Janke Mrs. Mildred K. Johnson Mildred L. Johnson Frederick W. Kabel

Dewey G. Karch Helen M. Kimberlin Mrs. Rhoda A. Kramp Nell A. Langley Alden L. Lindner Kathleen P. Morris Dorothy A. Nartker Roy Niederman Mrs. Lucile E. Peden Nellie M. Regulus Mrs. Clarice K. Ridenour Mrs. Helen B. Ruse Mary C. Sage Helen H. Santmyer Catherine Shank Nora Shearer Mrs. Carolyn R. Smith Edith K. Stork Mrs. Helen S. Truitt Mrs. Juanita M. Warner Vivian Way Mrs. Lena W. Waychoff Martha N. Welday Mrs. Mary D. Wenner Mrs. Elaine C. Wilkerson Mrs. Lily N. Wise Mrs. Edwina S. Wright

JUNIOR CLERKS AND CLERICAL ASSISTANTS IN GRADES A, B. AND C.

Mrs. Eleanor Barker Mrs. Ilo Binklev

Mrs. Florida L. Brown

Ina Mae Bruce Velma L. Burton Mrs. M. Louise Childs Mrs. Leola E. Clark Christine Y. Claunch Mrs. Sarah B. Daniels Leonard B. Fall

Mrs. Eleanor B. Florence Mrs. Pia M. Friedrich Mrs. Mary Gates

Mrs. Margaret E. Gessaman Mrs. Sarah F. Guernsey

Ronald R. Hess

Mrs. Mary McC. Johnson Mrs. Nellie L. Jones

Mrs. Frances Milthaler Barbara A. Morgan Delores J. Musen

Edna L. Mabry

Mrs. Ellen L. Offord Phyllis E. Peterson Mrs. Minnie N. Ponte

Beulah Pyles Annabelle L. Ream Mrs. Thelma B. Revere Evelyn M. Richardson Janet L. Schneider Hazel A. Scott

Mrs. Ruby S. Servern

Emily J. Smith

Constance Y. Wallace

Walter S. Ware

Alberta Ann Wheeler Barbara Ann White

BOOKMENDERS

Mary A. Wittman, Head Mrs. Carrie G. Baker Alma H. Bayless Mrs. Lottie Gould

Mrs. Esther H. Noffsinger Mrs. Marie Sebree Laura E. Senne Mrs. Pauline S. Von Freiberg

MUSEUM

E. Joseph Koestner, Educational Director

Mrs. Edith S. Blincoe Alexander Crawford

Kenneth Martin Mrs. Dessie B. Mitchell

BUILDING CARE

William Lause, Building Superintendent

Joseph A. Bauer John Bobinec John E. Hendricks Mrs. Bessie A. Hoffman Clark John Lee R. Long

Mrs. Martha C. McWain

Elmer A. Miller

Bradley Privett Mrs. Flora G. Profitt Harry L. Roberts Warren E. Roberts Charles M. Rose William H. Runyon Roy H. Shields

VOLUMES ACTIVE BY CLASS

December 31, 1953

Classes—	Adult	Juvenile	e Total
000—General	9,942	1,296	11,238
050—Periodicals	29,024	1,284	30,308
070—Newspapers	310	·	310
100—Philosophy	7,190	26	7,216
200—Religion	10,149	1,061	11,210
300—Sociology	31,794	6,692	38,486
400—Philology	2,168	90	2,258
500—Science	9.997	5,358	15,355
600—Useful Arts	30,449	5,032	35,481
700—Fine Arts	22,675	5,224	27,899
800—Literature	31,425	3,712	35,137
900—History	22,388	3,347	25,735
Travel	18,996	4,627	23,623
Maps	34	1	35
Biography	23,029	6,917	29,946
Picture Books		32,307	32,307
Dayton	3,336		3,336
Croatian	45	_	45
Eng. for Foreign	128	_	128
French	874	10	884
German	3,312	122	3,434
Greek	12	_	12
Hungarian	823	_	823
Italian	40	_	40
Polish	786	_	786
Rumanian	1	_	1
Spanish	100		100
Yiddish	50		50
Other Languages	3	_	3
Public Documents	9,702	_	9,702
Music—Sheet	143		143
Music.—Vols	1,359	_	1,359
Total	270,284	77,106	347,390
Unaccessioned	2,353	_	2,353
Total Class	272,637	77,106	349,743
Fiction	111,224	40,156	151,380
Grand Total	383,861	117,262	501,123

VOLUMES ACTIVE BY AGENCY

December 31, 1953

Adult		Adult	Total	Total	Grand
Reference	Class	Fiction	Adult	Juvenile	Total
Central Library					
Main57,062	120,313	31,398	208,773	18,156	226,929
Stations 4,793	16,034	19,483	40,310	3,310	43,620
High School 838	5,43 0	3,084	9,352		9,352
Classroom —	_	_		8,095	8,095
One Day —	24	489	513	_	513
Museum 562	• —	_	562	_	562
Bookmobile (City) 6	2,020	3,192	5,218	10,116	15,334
Bookmobile (County) 5	2,803	4,101	6,909	16,977	23,886
Total63,266	146,624	61,747	271,637	56,654	328,291
County Branches					
Brookville 87	995	1,812	2,894	2,110	5,004
Vandalia 24	406	752	1,182	1,568	2,750
West Carrollton 60	699	1,136	1,895		4,114
Total 171	2,100	3,700	5,971	5,897	11,868
Regional Branches					
East	8,365	5,493	15,455	5,233	20,688
West 1,681	8,196	4,862	14,739	4,684	19,423
E. C. Doren 771	6,740	6,235	13,746	5,942	19,688
Dayton View 878	8,972	8,755	18,605	5,871	24,476
Westwood 385	4,910	5,311	10,606	5,494	16,100
Belmont 325	3,541	3,308	7,174		13,370
Total 5,637	40,724	33,964	80,325	33,420	113,745
School Branches	•	•	•	·	·
Brown 255	2,593	2,910	5,758	4,587	10,345
Cleveland 251	1,961	2,445	4,657	5,384	10,041
Emerson (closed) 103	575	252	930	´—	930
Jackson (closed) 48	224	226	498		498
Lincoln 279	1,672	2,097	4,048	3,661	7,709
Patterson 207	1,392	1,637	3,236	3,577	6,813
Whittier (closed) 91	586	636	1,313	1,522	2,835
Wogaman 174	1,142	1,296	2,612	2,560	5,172
Wright (closed) 14	195	314	523	´—	523
Total 1,422	10,340	11,813	23,575	21,291	44,866
Total Accessioned70,496	199,788	111,224	381,508	117,262	498,770
Unaccessioned 2,353	·	·	2,353	·	2,353
GRAND TOTAL72,849	199,788	111,224	383,861	117,262	501,123



CIRCULATION STATISTICS = 1950

Adult Adult Adult Total Grand Fiction Periodical Class Adult Juvenile Total Main and Stations Main 78,954 12,351 81,469 172,774 40,809 213,583 High School 6,684 468 7,668 14,820 — 14,820
Main and Stations 78,954 12,351 81,469 172,774 40,809 213,583 High School 6,684 468 7,668 14,820 — 14,820
Main and Stations 78,954 12,351 81,469 172,774 40,809 213,583 High School 6,684 468 7,668 14,820 — 14,820
Main 78,954 12,351 81,469 172,774 40,809 213,583 High School 6,684 468 7,668 14,820 — 14,820
High School 6,684 468 7,668 14,820 — 14,820
37 Cl D 400 000 010 010
N. C. R. 403 — 309 712 — 712
Misc. Sta. Circ. & Juv. 1,525 1 214 1,740 221 1,961
Br. Station East 136 — 9 145 — 145
De Soto Bass Cts. 293 — 5 298 1,774 2,072
Parkside Homes 2,328 — 90 2,418 5,526 7,944
Total 90,323 12,820 89,764 192,907 48,330 241,237
Regional Branches
East 17,164 4,928 5,990 28,082 16,236 44,318
West 10,875 3,588 5,512 19,975 14,785 34,760
E. C. Doren 15,148 4,244 6,095 25,487 27,017 52,504
Westwood 15,703 3,490 5,377 24,570 16,643 41,213
Belmont 18,920 5,619 5,882 30,421 26,553 56,974
Total 118,341 29,420 45,439 193,200 129,233 322,433
School Branches
Brown 5,495 2,365 1,723 9,583 18,554 28,137
Cleveland 6,910 2,781 1,871 11,562 28,309 39,871
Lincoln 2,842 1,010 752 4,604 16,427 21,031
Wogaman 2,581 1,135 529 4,245 13,077 17,322
Total 21,177 8,381 5,506 35,064 92,925 127,989
County Branches
Brookville 7.582 1.313 1.388 10.283 6,807 17,090
West Carrollton 4,827 1,040 1,100 6,967 4,478 11,445
Total 17,719 2,581 3,618 23,918 15,437 39,355
Bookmobiles
City 4,892 205 1,285 6,382 51,967 58,349
County 16,011 207 4,334 20,552 57,150 77,702
Total 20,903 412 5,619 26,934 109,117 136,051
Classroom
City Schools
Parochial — — — 18,544 18,544
County Schools — — — — 12,560 12,560
Total — — — — 67,822 67,822
GRAND TOTAL 268,463 53,614 149,946 472,023 462,864 934,887

CIRCULATION STATISTICS - 1951

		Adult Periodic		Total S Adult	Juvenil	Grand e Total
Main and Stations						
Main	77,795	12,503	84.727	175,025	43,896	218,921
High School	6,899	335	7,365	14,599		14.599
N. C. R.	346	5	274	625		625
Misc. Sta. Circ. & Juv.	1,967	_	204	2,171		2,295
Br. Station East	123		11	134		134
De Soto Bass Cts.	354	_	1	355	1,460	1,815
Parkside Homes	2,204	_	45	2,249	5,400	7,649
Total	89,688	12,843	92,627	195,158	50,880	246,038
	•	•	•		,	,
Regional Branches						
East	16,354	4,480	5,609	26,443	16,304	42,747
West	8,414	3,195	5,477	17,086		
E. C. Doren	13,775	3,748	5,628	23,151	31,697	
Dayton View	39,825	7,538	17,794		32,247	
Westwood	16,136	3,616	5,556	25,308	17,458	
Belmont	19,137	5,307	6,408	30,852	29,380	60,232
Total	113,641	27,884			139.871	
2004	110,011	21,001	10,112	101,001	100,011	.,000
School Branches						
Brown	6,228	1,865	2,380	10,473	26,64 0	37,113
Cleveland	6,451	2,529	2,033	11,013	38,454	49,467
Lincoln	2,810	1,070	728	4,608	15,924	20,532
Patterson	3,307	829	704	4,840	15,716	20,556
Wogaman	2,04 9	1,298	482	3,829	11,483	15,312
Total	20,845	7,591	6,327	34,763	108,217	142,980
County Branches						
Brookville	7,724	1,294	1,353	10,371	7,168	17,539
Vandalia	5,313	646	1,328	7,287	6,389	13,676
West Carrollton	5,175	1,096	1,108	7,379	5,122	12,501
Total	18,212	3,036	3,789	25,037	18,679	43,716
	•	•	·			
Bookmobiles						
City	3,171	148	879	4,198	45,079	49,277
County	18,383	255	4,372	23,010	75,371	98,381
Total	21,554	403	5,251	27.208	120,450	147.658
	,		•,===	,	,	,
Classroom City Schools						
Public	_	_			20,952	20,952
Parochial	_	_	_	_	20,952 10,723	10,723
County Schools	_		_	_	10.946	10,946
Total					20,952 10,723 10,946 42,621	42,621
GRAND TOTAL	263,940	51,757	194,466	470,163	480,718	990,881

CIRCULATION STATISTICS 1952

		Adult Periodic		Total s Adult	Juveni	Grand le Total
Main and Stations						
Main	75,610	12,491	88 138	176,239	59 048	229,185
High School	10,750	295	7,691			
N. C. R.	261		246	507		507
Misc. Sta. Circ. & Juv.	4.317	_	429			
Br. Station East	85	_	34	-,	-,	119
De Soto Bass Cts.	261	_	39	300	1,624	1.924
Parkside Homes	1,516		28			6.891
Total	92,800	12,786	96 605	202,191		263,824
	02,000	12,.00	00,000	202,131	01,033	403,044
Regional Branches						
East	14,723	5,285	6,216	26,224	21,938	40 100
West	8,437	3,654	5,514		,	
E. C. Doren	17,255	3,832	6.296	27,383		
Dayton View	44,067	7,967	19,824			
Westwood	17,882	4,107	6,422	28,411		108,316
Belmont	19,337	5,440	7,125	31,902	32,029	49,736
Total	$\frac{10,001}{121,701}$		•			63,931
20002	121,701	30,285	51,397	203,383	160,894	364,277
School Branches						
Brown	6,335	2,147	2,283	10,765	27,481	38,246
Cleveland	6,600	2,546	1,864	11,028		
Lincoln	3,561	881	789	5,231		,
Patterson	3,538	854	695	5,087		•
Wogaman	2,083	1,373	679	4,135	12,445	
Total.	22,117	7,819	6.310		117,764	
	,	.,020	0,010	00,210	111,104	104,010
County Branches						
Brookville	8,097	1,638	1,780	11 515	0.750	00.050
Vandalia	5,843	978	1,857	•	•	
West Carrollton	5,423	1,224	1,306	8,678	8,117	•
Total	19,363			7,953	6,515	14,468
	18,303	3,840	4,943	28,146	23,390	51,536
Bookmobiles						
City	3,196	150	722	4,068	52,357	56,425
County	21,703	465	4,616	26,784		110,442
Total	24,899	615	5,338		136,015	
	•		-,	,	,	200,001
Classroom City Schools						
Public		_		_	24,374	24,374
Parochial		_	_	_		11,214
County Schools	_	_	_	_	9,009	9,009
Total				=	44 502	
		_	_	_	44,597	44,597
GRAND TOTAL	280,880	55,345	164,593	500,818 5	544,293 1	,045,111

CIRCULATION STATISTICS --- 1953

	Adult Fiction Pe	Adult eriodical	Adult Class	Total Adult	Juve nile	Grand Total
Main and Stations Main High School N.C.R. Misc. Sta. Cir. & J Br. Station East De Soto Bass Cts. Parkside Homes	12,050 198	11,805 250 —————————————————————————————————	85,152 8,289 261 476 8 126 79	165,308 20,589 459 5,206 54 733 1,155	54,681 	219,989 20,589 459 5,949 54 3,272 7,138
Total	87,058	12,055	94,391	193,504	63,946	257,450
Regional Branches East West E. C. Doren Dayton View	14,170 7,092 16,162 42,335	5,657 3,466 3,430 7,426	6,562 5,161 6,079 19,382	26,389 15,719 25,671 69,143	27,520 16,477 32,911 41,499	53,909 32,196 58,582 110,642
Westwood Belmont	18,720 23,438	3,769 6,630	7,188 7,763	29,677 37,831	24,207 41,260	53,88 4 79,091
Total	121,917	30,378	52,135	204,430	183,874	388,304
School Branches Brown Cleveland Lincoln Patterson Wogaman Total County Branches Brookville	6,659 6,694 3,577 3,234 1,615 21,779	2,029 1,519 703 933 1,040 6,224	2,235 1,678 970 689 528 6,100	10,923 9,891 5,250 4,856 3,183 34,103	29,924 46,999 20,221 17,719 9,892 124,755	40,847 56,890 25,471 22,575 13,075 158,858
Vandalia West Carrollton	6,412 4,687	1,114 1,137	1,829 1,251	9,355 7,075	9,281 6,117	18,636 13,192
Total Bookmobiles City County	19,759 3,970 22,881	3,807 301 496	4,959 773 5,030	28,525 5,044 28,407	25,520 63,507 98,881	54,045 68,551 127,288
Total	26,851	797	5,803	33,451	162,388	195,839
Classroom City Schools Public Parochial County Schools Total		=======================================	=		34,945 10,384 4,683 50,012	34,945 10,384 4,683 50,012
GRAND TOTAL	277,364	53,261	163,388	494,013	610,495	1,104,508

CIRCULATION STATISTICS BY CLASS = 1953

CLASSES	ADULT	JUVENILE	TOTAL
000—General Works	889	552	1,441
100—Philosophy		89	9,537
200—Religion	8,271	2,397	10,668
300—Sociology	15,886	22,867	38,753
400—Philology		328	1,950
500—Natural Sciences	9,103	17,918	27,021
600—Useful Arts		18,784	53,659
700—Fine Arts		16,166	38,395
800—Literature		7,666	26,112
900—History		9,912	21,645
T—Travel	13,012	10,899	23,911
B—Biography	17,874	24,956	42,830
Picture Books	—	2 14,987	214,987
* Classroom non-fiction		31,997	31,997
TOTAL CLASS	163,388	379,518	542 ,906
Circulating Serials	53,261	10,672	63,933
Fiction		220,305	497,669
GRAND TOTAL	494,013	610,495	1,104,508
Pictures	94	3,760	3,854
Stereographs		574	574
Pamphlets * Classroom non-fiction not broken dow	. 3,463 n	246	3,709
Classroom fiction included in Juvenile	e fiction		

LIBRARY STATISTICS — 1950-1953

ARRANGED ACCORDING TO THE FORM RECOMMENDED BY THE AMERICAN LIBRARY ASSOCIATION

Annual Reports for the years ending December 31, 1950, 1951, 1952 and

Dayton Public Library and Museum (Montgomery County Library District), Dayton, Ohio. Director, William J. Hamilton.

Date appointed, Feb. 1, 1936.

Date of founding, 1860. Dayton Library Association established 1847 and Dayton Public School Library established 1855; merged into Dayton Public Library 1860.

Population served 365,952 (City 243,108; County Library District 122,844) (U. S. Census 1950.)

Terms of use: Free for lending to residents of Montgomery County Number of days open during 1953 (Central Library) 306 days.

Holidays closed: New Year's, Washington's Birthday, Memorial Day, Independence Day, Labor Day, Thanksgiving and Christmas.

1953 Hours of opening (Central Library)

Mon.—Fri. 9:00 a.m.—9:00 p.m.; Sat. 9:00 a.m.—6:00 p.m. Total hours open per week 69.

AGENCIES

	_
Total number of agencies in 1953 (including Central Library)	233
Central Library	
Branches and subbranches:	
a. In library buildings	6
b. In schools	5
c. Other	5
Stations:	
a. In schools	121
b. Other	14
Other agencies—Bookmobile stops (2 Bookmobiles)	81
•	
	233

CIRCULATION AND USF				
	1950	1951	1952	1953
Adult periodicals 2 Adult fiction 2 Total Juvenile 4 Grand Total 9 Period of Loan for the majority of actions 1	49,946 1 53,614 668,463 2 62,864 4 34,887 9	54,466 51,757 63,940 80,718 50,881	164,593 55,345 280,880 544,293	163,388 53,261 277,364 610,495 1,104,508
Number of inter-library loans— Vols. borrowed from other libraries Vols. lent to other libraries	56 305	28 236	32 248	35 244
REGISTR	ATION			
Total number of registered borrowers-Adult Juvenile Total	46,456 31,941	34,011	48,647 35,982 84,629	38,610
(Montgomery County borrowers included) Borrowers registered during the year, including new and reregistered— Adult		12,844		12,587
Juvenile	7,925	8,989	9,045	10,598
Total	19,749	21,833	21,819	23,185
Number of non-county borrowers (included above)			(1,639) is.	(1,838)

Registration period, 4 years.

BOOK STOCK

Number of volumes beginning of year452,151	460,686	467,999	484,690
Number of volumes added during the year 25,453	27,312	34,315	32,467
Total	487,998	502,314	517,157
Number of volumes withdrawn from record during year 16,918	19 ,99 9	17,624	16,034
Total volumes at End of Year460,686	467,999	484,690	501,123
Number of newspapers currently received excluding duplicates 40	40	39	40
Number of periodicals currently received excluding duplicates 1,189	1,207	1,246	1,227

FINANCE

RECEIPTS FROM	1950	1951	1952 -	1953
County Intangible Tax Appropriation	569,670.51	599,306.11	664,217.10	654,419.90
County Intangible Tax Court Decision			_	165,000.00
State Grants	478.50	590.00	480.00	490.00
Income from endowment and invested funds	23.24	23.24	29.06	29.06
Fines, fees, member-ships, etc	14,086.43	15,268.77	17,379.91	16,642.85
Gifts	408.98	451.68	690.04	164.02
Rental (one day collection)	469.70	462.05	443.62	411.70
Other sources	744.00	1,082.87	814.97	618.23
Total	585,881.36	617,184.72	684,054.70	837,775.76

PAYMENTS FOR LIBRARY

Operating Expenses—Salaries:

Library staff	339,027.29	384,188.27	432,008.82	450,637.73
Building staff	34,341.06	37,351.56	38,635.95	39,512.38
D.P.L. cont. to				
Pension Fund	15,824.62	18,834.51	24,970.40	31,124.11
Books	42,756.47	47,460.24	66,830.42	57,690.80
Periodicals	7,672.64	8,991.84	11,794.22	11,834.31
Binding & Rebinding	12,431.93	14,308.04	15,577.71	9,842.79
Rent—Building	1,120.00	1,283.00	1,833.00	2,128.00
Heat, light, power, water	11,437.34	12,729.23	10,552.96	11,120.26
Insurance	2,372.06	1,291,61	5,582.69	2,981.81

Other:			
Supplies, stationery,	11 001 10	1404500	1401004
printing, etc 11,491.55	11,991.19	14,845.88	14,812.04
Telephone, postage,			
freight, express, motor vehicle operation 18,671.88	6,389.34	16,737.39	7,034.06
Cleaning supplies	0,000.01	10,101.00	1,002.00
and equipment 739.96	1,058.96	915.74	1,049.29
Repairs, minor alter-	•		·
ations, furniture,			
equipment (new	00 005 00	10.010.11	10.050.00
Bookmobile) 35,390.04	33,065.09	18,812.11	10,859.00
Miscellaneous 842.19	1,506.03	2,252.00	3,024.33
Total Operating Expenses534,119.03	580,448.91	661,349.29	653,645.91
Capital Expenses—			
Bal. Belmont Branch 75.00			31 ,294 . 23
Total Capital Expenses 75.00			31,29 4.23
Total Library534,194.03	580,448.91	661,349.29	684,940.14
Total Library	000,110.01	001,010.20	001,010.21
PAYMENTS FOR MUSEUM			
THIMENIS FOR MODEON			
Operating Expenses— Salaries:			
Museum staff 10,391.68	11,544.21	10,783.14	9,777.03
Building staff 1,733.00	1,860.00	1,971.00	1,969.75
D.P.L. cont. to Pension Fund 267.58	366.90	576.31	498.88
Books 2.05	23.74	3.65	5.58
Periodicals 41.35	54.88	51.50	42.00
Binding and Rebinding —		_	34.25
Rent—Building 720.00	864.00	864.00	864.00
Heat, light, water 1,188.01	1,340.65	1,316.14	1,456.04
Insurance —	146.40	·	
Other Operating Expenses—			
Supplies, stationery			
printing, etc 767.20	730.61	988.47	883.87
Telephone, postage,			
freight, express 218.43	271.33	225.36	223.87
Cleaning supplies and			45.65
cleaning equipment 21.95	26.39	84.90	47.20
Repairs, minor alter-			
ations, furniture, equipment 1,181.50	748.34	1,307.34	322.67
Other 231.08	157.19	226.48	80.34
			
Total Operating Expenses 16,763.83	18,134.64	18,398.29	16,205.48
Capital Expenses —		****	
Total Museum 16,763.83	18,134.64	1 8,398.2 9	16,205.48

GIFT AND ENDOWMENT FUNDS BALANCE ON HAND, DECEMBER 31, 1953

C. R. Gilmore Memorial Book Fund\$	1,169.30
Miscellaneous Book Endowment Fund	336.84
Employees' Pension Fund	5,199.07
Miscellaneous Book and Periodical Gift Fund	400.22
Miscellaneous Gift Fund	140.24
Museum Gift and Miscellaneous Receipts Fund	519.09
Building and Repair Fund	167,249.20

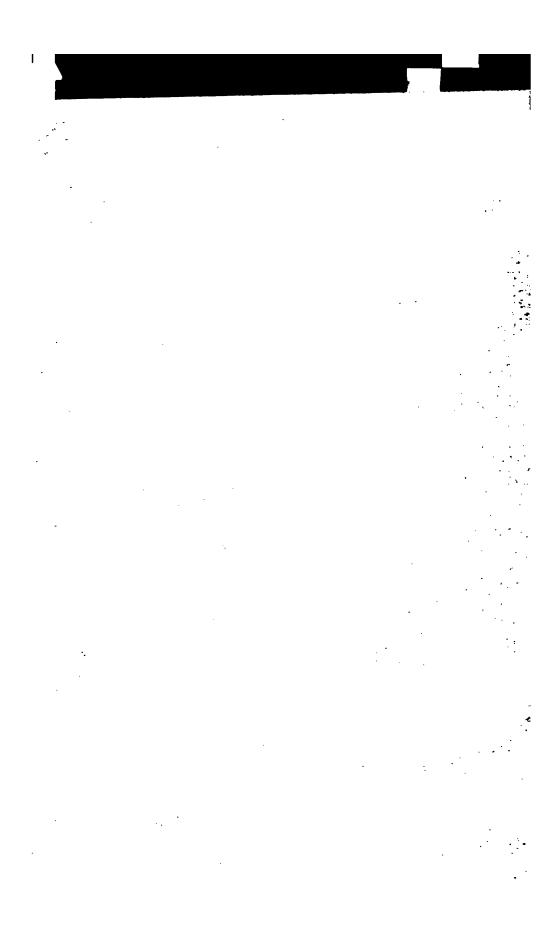
FIFTY YEAR RECORD OF THE DAYTON PUBLIC LIBRARY

		М	Library	Volumes	Regis- tered	Home Circu-
Year Ending	Pop	THE RESERVE OF	Expense	Library		
Aug. 31, 1903	85	5,333	\$ 19,568	55,537	-	135,773
Aug. 31, 1908	*********	_	21,787	75,412		276,256
Aug. 31, 1912		3,577	24,628	89,600	-	262,490
Aug. 31, 1913		-	30,176	47,990	-	145,449
Aug. 31, 1918		,879	49,422	109,535	27,535	393,053
Aug. 31, 1923		2,559	124,567	144,268	22,609	396,833
Dec. 31, 1928		2,942	230,321	227,969	42,571	925,900
Dec. 31, 1930	200	,982	255,679	277,044	58,150	1,407,523
Dec. 31, 1931		_	271,686	300,396	63,975	1,715,411
Dec. 31, 1932			221,589	308,668	67,318	1,821,455
Dec. 31, 1933		-	222,447	322,473	68,772	1,816,086
Dec. 31, 1940	271	,769(1)	270,131	408,208	84,027	1,743,663
Dec. 31, 1941		_	292,942	417,882	84,657	1,604,813
Dec. 31, 1942		-	287,289	426,454	82,048	1,394,526
Dec. 31, 1943		-	284,946	425,033	79,228	1,171,092
Dec. 31, 1944		-	299,155	430,188	79,652	1,070,985
Dec. 31, 1945		12	305,126	439,928	79,139	999,992
Dec. 31, 1946		-	325,877	447,496	78,960	1,001,958
Dec. 31, 1947		-	329,586	446,387	77,654	931,015
Dec. 31, 1948		-	393,074	450,470	77,662	915,842
Dec. 31, 1949		-	419,134	452,151	78,804	974,810
Dec. 31, 1950	365	,952(2)	534,119.03	460,688	78,397	934,887
Dec. 31, 1951		-	580,448,91	467,999	81,346	950,881
Dec. 31, 1952		-	661,349.29	484,690	84,629	1,045,111
Dec. 31, 1953		-	653,645.91	501,123	88,212	1,104,508

* Count after 1913 Flood

 ^{61,051} population served in County. 1940 Census, excludes Oakwood, Washington, German and Miami Townships, except West Carrollton.
 122,844 population served in County. 1950 Census, excludes Oakwood, Washington, German and Miami Townships, except West Carrollton.

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DAYTON AND MONTGOMERY COUNTY

PUBLIC LIBRARY

REPORT

1954 - 1957

MAR 2 1959

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"If the United States is to continue to lead the world, the people of the United States must continue to expand their mental horizons; and their best means of doing so is by constant, intelligent use of the public library."

Gerald Johnson

Dayton, Ohio



DAYTON AND MONTGOMERY COUNTY

PUBLIC LIBRARY

Z 733 D281 A2/

BOARD OF TRUSTEES

1954 - 1957

John D. O'Brien President 1956, 1957

Vice-President 1954, 1955

Joseph Myers President 1954, 1955

Vice-President 1956, 1957

Daniel Blau

E. Bartlett Brooks (appointed December, 1957)

Roy G. Fitzgerald

Albert F. Kuhl

Earl C. Rowe (resigned November, 1957)

Mrs. A. F. Shepherd

William J. Hamilton Clerk-Treasurer

1954 - September, 1956

William Chait Clerk-Treasurer

November, 1956 - 1957

By action of the Board of Trustees on November 21, 1956, the name of the Dayton Public Library (Montgomery County Library District) was changed to the Dayton and Montgomery County Public Library.

WILLIAM J. HAMILTON RETIRES



William J. Hamilton

On September 31, 1956 William J. Hamilton retired as Director of the Dayton Public Library after serving in this position for twenty years and in the library profession for fifty years. His career included work in the New York Public Library, the District of Columbia Public Library, the Indiana Public Library Commission, and the Gary Public Library. Tributes came to Mr. Hamilton from the Board of Trustees. past and present staff members, and Dayton newspapers as well as from many other citizens and users of the Library.

RETIREMENTS

Other retirements during these years were: in 1954, Marie Amna Newberry, Head of the Acquisition Department; in 1955, Virginia Hollingsworth, Head of the Catalog Department; in 1956, Louise Gleim, Head of the Shelf Department, William Lause, Head of the Building Force, Charles M. Rose, William H. Runyan and Mrs. Lena Waychoff; in 1957, Elmira Borden, Assistant Head of the Reference Department, and Edith Stork. Walter S. Ware died in 1954 and Loren Roberts in 1957.

WILLIAM CHAIT APPOINTED

On November 1, 1956 William Chait became Director. A graduate of Brooklyn College and the Library schools of Pratt Institute and Columbia University, Mr. Chait had worked in the Brooklyn Public Library, the Army Library Service, and the Milwaukee Public Library. He came to Dayton after more than eight years as Director of the Public Library in Kalamazoo, Michigan.



William Chait

APPOINTMENTS

Other important appointments and promotions were: in 1954, Mrs. Anna Carr as Head of the Acquisition Department; in 1955, Eva Edgerton, Head of the Catalog Department; in 1956, Dwight Shannon, Assistant Director, Clytie Strahler, Personnel Director, John Thackery, Head of the Reference Department; in 1957, Walter C. Allen, Assistant Head of the Reference Department.



Borrowers Crowd Charging Desk

USE OF THE LIBRARY INCREASED

In the period from 1954 through 1957, the circulation of books increased 40.1 per cent throughout the Library system. The bumper crop of children in the 1950's accounted for a 51.7 per cent growth in the number of children's books borrowed and adult circulation showed a 24.9 per cent increase.

The phonograph record collection, which is less than eight years old, increased 56.4 per cent in use in the four years.

The Library's book collection grew from 515,392 volumes in 1954 to 573,147 in 1957. Wear and tear due to increased use kept growth down although 187,505 volumes were added.

Expense of operating the Library increased only 25.2 per cent in spite of the 40 per cent increase in use and the rising costs prevalent during these years.



Third Bookmobile Added in 1956

BOOKMOBILE SERVICE EXPANDED

Service to outlying sections of the city and county was improved through increased use of bookmobiles. In 1954, the Bookmobile Department moved to new and roomier quarters in a wing that had been added to Westwood Branch. Evening stops in shopping centers were first tried out and adopted in 1954, and increased in 1957. A new bookmobile was added in 1956 and by the end of 1957 three bookmobiles were making eighty-four monthly stops at sixty-four schools and in twenty communities, and six weekly shopping center and neighborhood stops. Circulation of books by bookmobiles grew phenomenally by 98.4 per cent.



Fort McKinley Branch Library

THE BRANCH PROGRAM WAS EXPANDED

The first new branch constructed since 1930, and the first major branch opened since 1940, was the Ft. McKinley Branch, built on land donated to the Library by Miss Elizabeth Doren and opened in April, 1955. Kettering-Moraine Branch, on a site given by the Kettering Board of Education, was built during 1957 and scheduled to open in March, 1958. Also in 1957 plans were drawn for a Northtown-Shiloh Branch on land donated by the Beerman Foundation. Space was leased in the projected Hills and Dales Shopping Center on Route 25 and Dorothy Lane for a future branch, Johnsville-New Lebanon Branch was opened in 1955 with the cooperation of the local Mothers' Club. In 1957 the Library took complete responsibility for this branch and its hours of opening were extended. Cleveland, Patterson, and Brown School Branches were closed in 1955, 1956 and 1957 respectively, at the request of school officials, release space for classroom use.



70 year old building no longer adequate

THE CITIZENS' ADVISORY COMMITTEE BEGAN ACTIVITIES

In 1957 a citizens' advisory committee was formed to study the questions involved in planning for a new Main Library. The officers elected were: Victor Jacobs, Chairman, Charles Washington, Vice-Chairman, Walter H. J. Behm, Treasurer, Mrs. Paul Sherer, Secretary, and R. Stanley Dybvig, Member-at-Large of the Board. Subcommittees were appointed to study the building, population trends, branch library needs, finance and budget, legal and site considerations, services and facilities, and publicity and education.

The first report came from the building study subcommittee which found that the present main library is inadequate, too expensive to maintain and operate and that it is impractical to add to the building or remodel it. They recommended that a new building be constructed.

OTHER CHANGES HAVE TAKEN PLACE

The Museum Was Transferred

In 1955 the Museum of Natural History, a part of the Library since 1893, was transferred to the Dayton Natural History Society which carried on its plans for new museum quarters. A portion of the Museum's support is still furnished by the Library.

Library Services Were Extended

In January 1957 the time for which books might be borrowed was extended to two weeks for new fiction, four weeks for other fiction and all non-fiction. Children were permitted to take any reasonable number of books for four weeks.

Children's departments at the Main Library and branches were opened during the evening in 1957, to encourage family visits to the Library. To accomplish this without increasing staff at the East and West Carnegie Branches, children's rooms were moved to the main floor.

The Main Library Was Remodeled in 1956 and 1957

A Browsing Room, with attractive editions of new and old books grouped by the interests of readers, was set up on the first floor of the Main Library. Other changes included rearrangements in the Reference Department, moving films and records to the first floor, shifting the Business Offices to the wing formerly occupied by the Catalog Department and the Catalog Department to the annex.

New Methods Were Adopted

Charging by microfilm photography was adopted by the bookmobiles in 1956 and by all departments in the Main Library in 1957. This eliminated several steps in handling books as they are charged out and returned. Simpler work procedures and elimination of some record-keeping enabled the Library to handle the 40 per cent increase in use with a smaller staff. In December 1954, the staff consisted of the equivalent of 159.5 full-time employees. This was increased to 171.3 persons in 1956. By not filling vacancies as they occurred, the staff was reduced to 151.7 by the end of 1957.

A new classification and pay plan was adopted in November, 1956 and all positions in the Library were reclassified early in 1957.



FINANCIAL REPORT

RECEIPTS	1954	1955	1956	1957
Balance from previous year 1.	246,740.11	165,447.28	324,433.08	444,965.37
County intangibles tax - current year	681,521.32	856,419.84	726,459.95	672,424.39
County intangibles tax - advance dis-	•			
tribution for following year 2.	47,470.29	150,000.00	245,222.03	100,000.00
State Grants	840.00	593.00	890.00	670.00
Income from endowment, trust and				
invested funds	29.06	31.96	1,727.19	5,113.24
Gifts	453.78	275.24	111.41	198.99
Fines, fees, etc.	18,667.68	21,525.20	23,215.38	24,839.95
Other Sources	1,060.63	1,212.80	658.96	2,304.17
TOTAL	996,782.87	1,195,505.32	1,322,718.00	1,250,516.11
DISBURSEMENTS				
Salaries: Library staff	495,035.03	533,553.91	568,010.78	590,773.67
Salaries: Building staff	45,006.43	47,992.27	50,456.70	47,409.31
Employees Retirement System	33,503.45	36,113.41	39,264.78	42,972.12
Books	68,106.55	80,077.26	88,093.13	106,559.28
Films and Records	2,260.03	2,419.87	4,190.19	5,678.42
Periodicals	12,485.17	13,453.66	14,393.39	11,919.90
Binding	13,042.83	16,428.55	12,767.64	7,699.75
Rent	1,908.00	1,824.00	1,796.65	1,206.41
Heat, light, power, water	11,546.71	13,067.43	13,933.66	13,441.45
Insurance	3,772.90	4,026.89	3,958.72	5,989.60
Maintenance of Bldgs. & Equipm.	4,783.78	4,092.23	6,232.80	10,160.32
Improvements to Bldgs. & Equipm.	18,193.72	25,094.92	21,515.70	21,332.54
Supplies and Printed forms	17,855.64	18,118.46	24,144,21	28,451.94
Other Operating Expenses	7,471.83	8,891.50	8,349.73	13,599.22
TOTAL OPERATING EXPENSE	734,972.07	805,154.36	857,108.08	907,193.93
Museum	18,004.25	18,244.59	15,000.00	13,500.00
Capital expenses 3.	78,359.27	47,673.29	5,644.55	85,029.52
TOTAL DISBURSEMENTS	831,335.59	871,072.24	877,752.63	1,005,723.45
Balance - Current Expense Fund	20 007 04	201 744 15	289,230.66	124 500 00
Balance - Current Expense Fund Balance - Building and Repair Fund	29,087.06 136,360.22	201,746.15 122,686.93	155,734.71	136,509.09 108,283.57
Paranca - Douguily and Vahou Loug	130,300.22	144,000.73		100,263.37
TOTAL BALANCES	165,447.28	324,433.08	444,965.37	244,792.66
TOTAL	996,782.87	1,195,505.32	1,322,718.00	1,250,516.11

Notes to Financial Report

- The balances include the surplus intangibles tax distributed plus funds for books and other items which have been ordered but not received by the end of the year as well as the Building and Repair Fund available for capital improvements.
- Advance distribution is made by the County Budget Commission from the surplus over the estimated collections for the current year against the Intangibles Tax allocation for the following year so that the Library will have operating funds until the first tax settlement in May.
- 3. Capital expenses taken from the Building and Repair Fund were for the following:
 a. Completion of addition to Westwood Branch for Bookmobiles
 b. Ft. McKinley Branch Library
 c. Grading and paving Bookmobile service area on library lot at
 Wyoming Street and Holly Ave.
 4,740.18
 d. Remodeling and furnishing areas of main library
 e. Kettering-Moraine Branch Library (not completed)
 f. Miscellaneous expenditures
 1,153.70
 \$216,706.45



GIFT AND ENDOWMENT FUNDS

BALANCE ON HAND, DECEMBER 31, 1957

C. R. Gilmore Memorial Book Fund	.\$1,209.81
Employees' Pension Fund	5,813.54
Book, Periodical and Record Gift Fund	. 193.88
Miscellaneous Gift Fund	
Lillian E. Doeschner Gift Fund	

CIRCULATION, REGISTRATION AND BOOK STOCK

BOOK CIRCULATION FOR HOME US	E <u>1954</u>	<u>1955</u>	1956	1957
Main Library				
Main Adult	182,487	185,607	185,179	219,334
Main Children's	58,997	61,531	65,500	86,897
High School Department	23,291	25,294	23,975	27,952
Principal Branches				
Belmont	87,955	98,979	111,380	118,664
Dayton View	127,069	127,580	131,143	141,625
East Carnegie	56,398	57,363	66,693	79,897
Electra C. Doren	63,251	63,241	66,281	75,653
Ft. McKinley (opened Apr. 1955)	• •	42,586	83,110	104,339
West Carnegie	40,057	41,887	46,834	51,372
Westwood	59,340	63,549	62,151	69,075
School and County Branches				
Brown (closed June, 1957)	44,982	51,329	45,366	20,960
Cleveland (closed June, 1955)	61,640	28,673		
Lincoln	30,170	31,567	29,545	44,845
Patterson (closed June, 1956)	24,171	21,327	8,481	• •
Wogamon	14,439	18,908	31,983	44,468
Brookville	25,550	26,830	27,368	27,656
Johnsville-New Lebanon (open Apr. '55)		3,535	5,390	12,444
Vandalia	21,494	26,366	29,921	36,277
West Carrollton	18,285	20,808	21,615	27,660
Other Agencies				
Bookmobile .	229,310	262,806	293,905	455,076
Stations and Deposit Collections	24,603	19,901	18,629	28,639
Classroom collections	64,591	70,702	99,681	90,174
Total Adult	543,981	565,791	589,327	679,466
Total Juvenile	714,099	784,578	864,803	1,083,541
GRAND TOTAL	1,258,080	1,350,369	1,454,130	1,763,007
PHONOGRAPH RECORDS	28,781	31,919	35,856	45,032
MOTION PICTURE FILMS	4,146	4,765	4,205	4,432
Number of Showings	5,805	6,065	5,535	6,037
Total Audience	222,682	184,325	181,228	197,448
REGISTERED BORROWERS	•	•	•	
	26,412	20 224	20 407	40 240
New and Reregistered Borrowers Cancelled Registrations	19,362	29,224 20,756	30,607 23,064	40,249 22,213
Adult Borrowers	52,247	55,129	58,995	66,177
Juvenile Borrowers	43,015	48,601	52,278	63,132
Total Active Registration	95,262	103,730	111,273	129,309
	10,202	,	,	,
BOOK STOCK		45 == 4		40.000
Number of Volumes Added	37,780	41,736	47,068	60,921
Number of Volumes Withdrawn	23,511	20,328	23,321	45,900
Total Adult Books in Library	388,196	396,742	405,455	398,758
Total Juvenile Books in Library	127,196	140,058	152,671	174,389
Total Books in Library Total Phonograph Records in Library	515,392 2,890	536,800 3,329	558,126 3,960	573,147 4,981
i oral Enonograph Records in Library	2,670	3,327	3,700	4,701



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DAYTON, OHIO





